

**MADELEY PARISH COUNCIL**

**MINUTES OF PARISH COUNCIL MEETING held on**

**Thursday 3<sup>rd</sup> January 2019 at The Madeley Centre, New Road, Madeley at 7:00pm**

**Present:**

**Councillors:** D. Whitmore, (Chairman), Mrs. A. Bourne, Mrs. A. Newton, Ms. D. Riley, Mrs B. Ruscoe, A. Rowley, S. Jones, G White, Mrs. J Whitmore.

Clerk-Mrs J Simpson.

Prior to the commencement of the regular meeting, there was the opportunity for Parishioners to comment on the draft budget for 2019-20 as previously advertised. There were no members of the public present who wished to make any comments.

**001.01/19 To receive apologies for absence.**

Parish councillors, D. Barnish, A. Davenport. , N. Orme, S. White.

**002.01/19 To receive Councillors declarations of Pecuniary Interest in items on the agenda.**

None were declared.

**003.01/19 Public Participation:**

There was one member of the public present. However, the Parishioner did not have any comments to make.

**004.01/19 To consider approving and signing the minutes of the last regular meeting held on 6<sup>th</sup> December 2018**

The minutes from 6<sup>th</sup> December 2018 were confirmed as a true record and signed.

**005.01/19 To consider matters arising from the minutes not included elsewhere on the agenda.**

- a. Defibrillators. No further update was available for the meeting.
- b. Funding for crossing patrols. Clerk had made enquiries of other Parish Councils in Staffordshire and the situation varied from Parish Council to Parish Council. It was noted that an application for business rate investment had been submitted by NBC and SCC and there was the possibility of this funding been used to support the continuation of the Crossing Wardens.
- c. Installation of CCTV. Clerk had chased SCC again to make the inspection urgent so that Amey could be instructed to carry out the structural survey. It was agreed that the Clerk ask County Councillor P Northcott for assistance.
- d. Request for additional funding for Madeley and District Community Association for 2019-20. The item had been deferred from the last meeting to permit further breakdown of financial information to be circulated.

**Next agenda**

**Clerk**

**It was resolved** to approve the £1500 allocated in 2019-20 budget with an additional £4000, to be granted and to come from reserves on the proviso that further external funding would be sought to support in future financial years beyond 2020.

**006.01/19 Neighbourhood Plan for Madeley Parish.**

A meeting of the Committee had been held on 10<sup>th</sup> December 2018 where the next steps had been discussed. Key points were to be discussed with officers in NBC and then the next Committee meeting would be held on 28<sup>th</sup> January 2019.

**007.01/19 To Receive reports from Borough and County Councillors.  
Borough Councillors**

- Good progress had been made re Madeley pool. A third party engineer would be commissioned and paid for this financial year from NBC. Following that £100,000 would be ring fenced in the capital budget for any works that would be needed. Enquiries were also underway to secure any 106 money from the soon to be submitted planning application in New Road.
- A public meeting had been held with residents and Hilborough Homes re the proposed development in New Road. The developer had offered additional planting of vegetation to help screen houses.
- Two parishioners had also been supported in planning matters.
- Finance for the Community Speed watch signs had been secured from Staffordshire Road Safety Fund. However, the scheme needed to be rejuvenated with more volunteers. Cllr Ms D Riley offered to be trained and join the scheme.

**DR**

It was **resolved** to receive the information.

**County Councillor.**

No report was available.

**008.01/19 Financial Matters,**

- a. MPC Grant Programme- the balance of £2,900 was noted. No applications had been received.
- b. Internal auditor. It was resolved to appoint Mrs. C. Heelis as the internal auditor for financial year 2018-19
- c. It was **resolved** to approve the revised sum for Society of Local Council Clerks membership (pro rata) for the RFO at £5.30
- d. It was **further resolved** to approve the payment of £120 to The Panto Company as deposit for performance at the pantomime Christmas 2019.
- e. It was **resolved** to approve the payments, receipts and transfers as per the attached schedule.
- f. Draft budget 19/20 - No comments had been received from Parishioners. **It was resolved** to notify Newcastle Borough Council that the precept for 2019/20 was to remain the same at £43.62 per Band D property. It was **further resolved** to approve the budget as attached, and to take the shortfall (approx. £21k) in 2019-20 budget from the Parish Council reserves.
- g. It was **further resolved** to receive the Budget update and note the bank reconciliation statement.

**009.01/19 Youth Activities**

- a. It was noted that the pre-start site meeting for the outdoor gym at Birch Dale would take place on 4<sup>th</sup> January and installation would commence 21<sup>st</sup> January-weather permitting. There was some discussion re how to launch the outdoor gym on completion. It was agreed to send all ideas to the Clerk.
- b. The youth working party needed to reconvene to take other

**All**

matters forward. Cllr Ms D Riley to contact other members to set up the meeting.

DR

**010.01/19 HS2 Update. This agenda item was taken at this point as the meeting was joined by three representatives from Madeley White Star.**

MWS had exceeded their membership projections and now had 10 youth teams with 70 children taking part. 35 children attended the Saturday morning soccer school and the FA had approved the formation of a girls only football team from April 2019. An approach had been made to Madeley High School to further support with facilities. A meeting had been held with HS2 prior to Christmas re the impact on Manor Road playing fields due to HS2 construction phase. The club would not need to relocate. There was also the opportunity to bid for money from HS2 Community Fund to improve facilities, due to its close proximity to the construction area. Bids could commence once Royal Assent had been given-no final date available as yet. The FA would view the bid sympathetically. A conversation needed to commence with the Parish Council as the land owners in relation to the length of lease and how this could impact on funding applications. Clerk to check current lease status and legalities of land transfer for Parish Councils.

Clerk

**011.01/19 Draft Advertising Policy**

Further amendments needed to be made. Clerk to then consult with Cll D. Barnish.

Clerk  
DB

**012.01/19 Social Media Policy**

Deferred to next meeting

Next  
agenda

**013.01/19 Review of Equality Policy for Madeley Parish Council.**

The policy had been agreed in March 2016 and needed to be reviewed. The policy had been previously circulated.

**It was resolved** to approve the current Equality Policy and no amendments were necessary.

**014.01/19 Review of Christmas 2018.**

It was agreed that both the older person's party and pantomime had been very successful and received positive feedback. The tree in Greyhound Court was scheduled to be removed within the next two days.

*The member of the public was excluded from the following agenda item due to the disclosure of the time sensitive commercial interests of the council and the persons that have tendered is not in the public interest. commercial sensitivity of the*

**015.01/19 Contractor for grass cutting.**

Three quotations had been received providing costs for a one year and three year contract as requested by the Council. It was agreed that further information was needed from a contractor re potential references from other clients prior to any decision been made. Clerk to seek information and present at next meeting.

Next  
agenda.

(Cllrs Mrs. A Newton and G. White left the meeting at 20:42)

**016.01/19 Police and Crime Matters**

No report was available but it was noted that illegal motorbikes were a problem again on The Moss. The Chair reminded everyone that incidents needed to be reported to the police to make them aware of the problem.

**017.01/19 Parish Appearances**

- a. Litter had been found again by the new bench in New Road. It was agreed that an article in the newsletter would be appropriate reminding people about respect for their neighbourhood.
- b. There was the potential to use community payback on some of the allotment plots. Clerk to visit allotments next morning and liaise with Mrs. A Newton.
- c. Plaques for refurbished benches in Madeley Heath to be discussed in the spring.

**018.01/19 Councillors specific responsibilities.**

- a. Madeley pool-already covered under 007.01/19. In addition it was noted the work the Angling Club had done in restoring the current fishing pegs. It was noted that a tree had fallen down by peg 6.
- b. Residents Association-one of the members had taken students from Madeley High school to the dogs home and also arranged for a police working dog to attend the school.

**019.01/19 Planning Applications**

*There were no objections to the following application.*

- a. 18/00925/AGR-Wrinehill Mill Farm, Mill Lane, Wrinehill-erection of steel/timber agricultural building.

<http://publicaccess.newcastle-staffs.gov.uk/online-applications/plan/18/00925/AGR>

**020.01/19 Town and Planning Matters generally.**

A report had been previously circulated and also partially covered under 007.01/19

**021.01/19 Clerks Report**

This had been previously circulated

**022.01/19 Race, Equality and Crime and Disorder Statement.**

The Council recognized that it had discussed matters of crime and disorder and also reviewed the Equality Policy.

**023.01/19 Councillors Planned absence**

Absences were noted.

**024.01.19 Annual Parish Meeting and Annual Meeting of Madeley Parish Council**

The meeting dates were confirmed as follows:

Thursday 7<sup>th</sup> March, Annual Meeting of the Parish; Thursday 2<sup>nd</sup> May  
Annual Meeting of the Parish Council.

Meetings to be held at The Madeley Centre, New Road, Madeley. CW3  
9DN, commencing at 7:00pm.

**025.01/19 Date and venue for the next regular meeting.**

Thursday 7<sup>th</sup> February 2019, Madeley Centre, New Road, Madeley  
commencing at 7:00pm.

The Chairman thanked the Councillors for their attendance and closed  
the meeting at 9:00pm

## Approved Payment Schedule – January 2019

| BACS/CHQ             | TO WHOM PAID         | DETAILS   | Total inc VAT  |
|----------------------|----------------------|---|----------------|
| bacs 149             | Jill whitmore        | Selection boxes Wrapping paper, sellotape PAID      | 272.10         |
| bacs 150             | Elmside              | Christmas tree (less 4% vat no applicable) PAID     | 200.00         |
| Bacs 152             | The Panto company    | Panto Dec 18 PAID                                   | 1260.00        |
| bacs 151a            | SLCC                 | C Withington (additional subs due to increase 5.30) | 5.30           |
| bacs 152a            | C Withington         | Salary Jan and Expenses                             | 277.88         |
| bacs 153             | J Simpson            | Salary Jan and Expenses                             | 944.88         |
| bacs 154             | HMRC                 | Tax and NI Jan                                      | 119.10         |
| bacs 155             | J D Quick            | Bus Shelters inc cleaning Jan                       | 175.00         |
| bacs 156             | Amy Taylor           | swing security Jan TO BE PAID END OF Jan            | 70.04          |
| bacs 157             | Lisa Pickerill       | swing security Jan TO BE PAID END OF Jan            | 70.04          |
| bacs 158             | Madeley Centre       | Room Hire HS2                                       | 12.00          |
| bacs 159             | Debra Burns          | December 35 hours @ 10.27                           | 359.45         |
| bacs 160             | Madeley Centre       | Room Hire Nov (2 meetings)                          | 30.00          |
| bacs 161             | Madeley Centre       | Room Hire Nov Rem Day                               | 75.00          |
| bacs 162             | Onneley Village Hall | Nplan meeting                                       | 20.00          |
| bacs 163             | Fresh 2 U            | Catering Older Persons event                        | 1075.00        |
| bacs 164             | The Panto company    | Deposit for Christmas 2019                          | 120.00         |
| <b>Monthly total</b> |                      |   | <b>5085.79</b> |

Signature

Date

## Approved Budget 19/20

| Following Public Consultation<br>Jan 2019  | Approved<br>Budget 18/19 | Approved<br>Budget 19/20 |
|--|--------------------------|--------------------------|
| <b>Salary Costs (inc Tax/Nl)</b>   | £ 16,880.00              | £ 18,000.00              |
| <b>Office Costs</b>  | £ 8,960.00               | £ 8,460.00               |
| <b>Communications</b>  | £ 6,404.00               | £ 6,404.00               |
| CSW  | £ 4,944.00               | £ 4,944.00               |
| Newsletter   | £ 1,060.00               | £ 1,060.00               |
| Quality Parish Council Status  | £ 400.00                 | £ 400.00                 |
| <b>Asset Maintenance including:</b>  | £ 19,190.00              | £ 19,790.12              |
| Notice Boards  | 500                      | 500                      |
| Geese control and Madeley Pool<br>maintenance  | 6000                     | 6000                     |
| Play areas maintenance and<br>Equipment (inc £7.8k) legal fees                           | 5900                     | 5900                     |
| <i>Village Handyman (Play)</i>   | 0                        | 600                      |
| Bus shelters   | 3100                     | 3100                     |
| Wharf Terrace planter/Gardens Memor  | 200                      | 200                      |
| Heath Wood (maintenance, tree report a   | 1000                     | 1000                     |
| Playing field Manor Rd   | 25                       | 25                       |
| Rock Garden Maintenance and grass  | 710                      | 710                      |
| Swing security   | 1755                     | 1755.12                  |
| <b>Allotments</b>  | £ 500.00                 | £ 500.00                 |
| <b>Events/Donations inc:</b>   | £ 19,760.00              | £ 17,500.00              |
| Village appearance/ Madeley Tidy<br>Group/Benches/£1.8k comm payback                     | £ 2,000.00               | £ 3,000.00               |
| MPC Xmas Eventsx 2/Tree  | £ 3,500.00               | £ 3,500.00               |
| Music for Memories (20 sessions) incs<br><b>carers hub</b>                               | £ 1,260.00               | £ 500.00                 |
| School Sponsorship   | £ 1,500.00               | £ -                      |
| Madeley Centre Contibution   | £ 4,000.00               | £ 4,000.00               |
| Madeley and District Comm (Sect 137)<br><i>(£4k to come from reserves 19/20)</i>         | £ 1,500.00               | £ 1,500.00               |
| Youth Activities (general) incs grant<br>funded summer                                   | £ 6,000.00               | £ 5,000.00               |
| <b>Other Donation spend includes below:</b>  | £ 6,350.00               | £ 6,350.00               |
| Remembrance Day S137/War Memorial<br>repairs   | £ 1,850.00               | £ 1,850.00               |
| Other misc spend (Sect 137)  | £ 500.00                 | £ 500.00                 |
| MPC Grants Programme (inc'd £2k<br>MTG)  | £ 4,000.00               | £ 4,000.00               |
| <b>Misc / Contingencies</b>  | £ 3,000.00               | £ 3,000.00               |
| <b>Lollipop Patrol (other £4k from<br/>reserves - to be removed if not<br/>required)</b> | £ -                      | £ 4,000.00               |
| <b>Defibrillators in the Parish</b>  | £ -                      | £ 6,000.00               |
| <b>Grass cutting verges (inc lengthsman 1</b>  | £ 6,591.00               | £ 7,000.00               |
| <b>Capital</b>   | £ -                      | £ -                      |
| <b>VAT reclaimable</b>   | £ -                      | £ -                      |
| <b>TOTAL* Inc Nplan</b>  | £ 87,635                 | £ 97,004                 |
| <b>Neighbourhood Plan</b>  | £ -                      | £ 7,256.00               |

Signature

Date

| REQUIRED INCOME FOR BUDGET 19/20         |             |                                 |             | PRECEPT ANALYSIS       |                |                                   |                 |
|--|-------------|---------------------------------|-------------|------------------------|----------------|-----------------------------------|-----------------|
|  |             |                                 |             | Amount Band D per year | Precept amount | Year                              | Amount per week |
| Precept                                  | £ 64,339.00 | Precept                         | £ 65,081.00 | £43.62                 | £63,026        | 2016/17 (1445 prop)               | £0.84           |
| Grant for Council tax reduction AT RISK  | £ 8,045.00  | Grant for Council tax reduction | £ 8,045.00  | £43.62                 | £63,772        | 2017/18 (1462 props)              | £0.84           |
| Allotments                               | £ 252.00    | Allotments                      | £ 252.00    | £43.62                 | £64,339        | 2018/19 (1475 props)              | £0.84           |
| Bank Interest                            | £ 68.43     | Bank Interest                   | £ 68.43     | £43.62                 | £65,081        | 2019/20 Draft Budget (1492 props) | £0.84           |
| NBC Section 136 Funding - ENDS NEXT YEAR | £ 2,950.00  | NBC Section 136                 | £ 2,212.50  |                        |                |                                   |                 |
| Grants/VAT/Misc                          | £ 5,042.05  | Grants/VAT/Misc                 | £ -         |                        |                |                                   |                 |
| <b>RESERVES</b>                          |             |                                 | £ 21,345.19 |                        |                |                                   |                 |
| <b>Total income</b>                      | £ 80,696.48 | <b>Total income</b>             | £ 97,004.12 |                        |                |                                   |                 |

Signature

Date