

## HINTS WITH CANWELL PARISH COUNCIL

### Minutes of the Annual Meeting of Council held at 8.40pm on Tuesday 14 May 2019 at Hints Village Hall

**Present:** Cllrs Mrs S Petford (Chairman), , G Kynaston, Mrs P Kynaston and C Meadows. were present at the start of the meeting. Cllrs Mrs S Shepherd and S Rippon were present following their co-option to the Council in Minute 5.

**In attendance:** Approximately 25 members of the public, and Mr P Young (Clerk).

#### 1. Election of Chairman for the ensuing year

Cllr Mrs S Petford was elected as Chairman and made and signed her declaration of acceptance of office as Chairman.

2. **Appointment of Vice Chairman for the ensuing year:** Cllr S Clarke was appointed Vice Chairman.

3. **Apologies:** Cllr S Clarke.

#### 4. Agenda Item 14

In view of the comments expressed by electors at the Annual Parish Meeting earlier in the evening, members agreed that agenda item 14, "Land exchange Canwell Field and land rear of Quinney Hall", would not be considered at this meeting.

#### 5. Co-option of Councillors

At the local council elections on 2 May there had only been five candidates for the seven vacancies on the Parish Council. Those five candidates had therefore been elected unopposed and there were two remaining vacancies to be filled by co-option, for which there were five candidates: Nigel Harrison, David Putnam, Simon Rippon, Sally Shepherd, and Sam Willett. The five candidates made brief presentations on their reasons for wishing to be co-opted to the Council.

First vacancy: The four elected members of council voted on the first vacancy from the five candidates. Mr S Rippon received 4 votes, and the other candidates received no votes.

Second vacancy: The four elected members of council voted on the second vacancy from the four remaining candidates. Mrs S Shepherd received 4 votes, and the other candidates received no votes.

Mr S Rippon and Mrs S Shepherd were therefore confirmed as co-opted members of the Council. They made and signed their declaration of acceptance of office as councillors and took their places on the Council.

#### 6. Public Participation:

The Meeting adjourned for the Public Forum.

Residents expressed concerns about the continuance of the 'no right turn' from Slade Road onto the A453 at Carroway Head. They were advised that this had been introduced by the Highway Authority, Staffordshire County Council; the Parish Council had objected to this and continued to do so.

Residents also expressed concern that the central barrier to restrict no right turns at this location was no longer present following an accident many months back. The Clerk reported that this had been reported to SCC Highways who had responded that it was not considered a highway safety issue. Residents were again advised to contact their County Councillor on this issue.

Residents expressed concern that the tarmac footpath on the south side of Slade Road was completely overgrown. **Action:** Clerk to report this to SCC Highways.

The Meeting reconvened.

7. **Declarations of Interest and Dispensations:** None.

## 8. Minutes

**RESOLVED:** That the Minutes of the meeting held on 19 March 2019, having been circulated, be confirmed and signed as a correct record.

## 9. Reports from County and District Councillors

None present. District Councillor Brian Yeates had submitted his apologies.

## 10. Policing Matters

It was noted that at the earlier Annual Parish Meeting, Matthew Ellis (Commissioner for Police, Crime and Fire) had agreed to return to the Council in 3 months' time to report further.

## 11. Appointments

The Council confirmed the following appointments:

Internal Auditor: Alan Toplis Associates

Representatives on LDC Parish Forum: Cllrs G and Mrs P Kynaston

Representative on Quinney Hall Management Committee: Cllr S Rippon

## 12. Annual Reviews of:

Standing Orders & Financial Regulations, Risk Register, Training for councillors and officers, Asset Register, insurance cover. In view of the late start to this meeting, it was agreed that this item be postponed for consideration at a future meeting.

## 13. Progress reports for information/action:

a. Temporary diversion order of Public Bridleway 18, Hints Quarry. Members received details of this application and it was noted that the proposed temporary Order would run until 27 October 2027.

**Action:** That no objections be raised.

b. Litter in School Lane, Hints. **Action:** Cllr Mrs S Shepherd to speak to builders concerned.

## 14. Quinney Hall

The proposed new lease had been circulated to the five members who were councillors prior to the start of the meeting.

**Resolved:** That the proposed new lease be circulated to the newly co-opted councillors and subject to no issues being raised, the lease be confirmed and signed as a deed on behalf of the Council.

## 15. Planning Applications:

a. New Applications: None.

b. LDC decisions on previous applications The following were noted:

App Ref	Address	Details	Comment submitted	Decision
18/00937/FUL	Manor Farm, School Lane, Hints	Retention of 'Pick Your Own' building and car park extension	No objections	Awaited
18/01245/FUL	Lodge Farm Nurse, Watling St, Hints	Installation of gate and dropped kerb	No objection subject to no objection from highway authority	<b>Approved</b> 03/05/19
18/01416/FUL	Hints Croft, School Lane	Demolition of existing bungalow and erection of 1no four-bedroom replacement dwelling house	No objection to a new residence but recommend refusal of this application. Was formerly a bungalow, so replacement should also be a bungalow. Modern style of the dwelling out of keeping with adjacent properties in Conservation Area.	Awaited
19/00460/PND	Hints Forge Farm, School Lane	Prior Notification: Change of use of agricultural building to form dwelling house (C3)	The existing access to the proposed development would need to be upgraded. In addition, the siting of a residential building next to the stables/nursery is not ideal and residents may also suffer noise from the nearby regular agricultural operations.	Awaited

**16. Accounts for the Year ending 31 March 2019**

Members noted the Receipts and Payments for the year ending 31 March 2019, together with the bank reconciliation at 31 March 2019, and budget out-turn statement, as circulated with the agenda.

**17. Internal Audit Report and Governance Statement for the Year ending 31 March 2019**

Members noted the Internal Audit Report and gave approval to the Governance Statement in the Annual Return, as circulated with the agenda.

**18. Statement of Accounts and Certificate of Exemption for the Year ending 31 March 2019**

Members approved the Statement of Accounts together with the Certificate of Exemption for the Year ending 31 March 2019 as contained in the Annual Return and circulated with the agenda.

**19. Accounts for Payment**

Members noted the bank reconciliation at 30 April 2019 as circulated at the meeting.

**RESOLVED: payment of the accounts as detailed below:**

Date	Chq No.	Payee	Details	TOTAL Gross	VAT Element
14/05/19	774	BHIB Ltd	Council Insurance year to 31 May 2020	302.94	-
14/05/19	775	SJL Landscapes	Mowing Canwell Field April 2019	88.08	14.68
14/05/19	776	Toplis Associates	Internal audit 2018/19	123.60	20.60
14/05/19	777	Moseleys	Interim account - new Quinney Hall Lease	966.00	160.00
14/05/19	778	P Young	Salary/allowance Apr + May, expenses March to May	471.13	-
14/05/19	779	HMRC	PAYE on salary	97.20	-
when due	780	SJL Landscapes	Mowing Canwell Field May 2019	88.08	14.68

**20. Date, time, and venue of next meetings**

The next two meetings were scheduled for:

Tuesday, 9 July 2019 7:30 pm at Hints Village Hall, Hints.

Tuesday, 10 September 2019, 7:30 pm at Hints Village Hall, Hints.

***There being no further business the Chairman declared the meeting closed at 10.05pm***

..... Signed

..... Date