



**MINUTES OF THE MEETING OF THE
FULFORD PARISH COUNCIL
HELD ON THURSDAY 9th JULY 2020 AT 7.15 P.M.
VIA ZOOM**

PRESENT: Chairman Brunt, Cllr Noblett, Cllr Flackett, Cllr Elliff, Cllr Garside, Cllr Hamilton, Cllr McNaught, Cllr Wilkinson, Cllr Baskin, Cllr Cooke, Cllr Oxby, Cllr White

IN ATTENDANCE: Dawn Plant – Clerk, Borough Councillor M Dodson.

APOLOGIES: Cllr Colclough, Cllr Roycroft

01/20 DECLARATION OF INTERESTS.

None.

10/20 MATTERS RAISED BY THE PUBLIC

Cllr Oxby had reported to the Clerk he had reported a blocked drain on Fulford Road to SCC

Cllr Elliff had reported to SCC a replacement finger post required on Meadow Way, Saverley Green and that the drains no longer needed clearing out on the Creda Roundabout Grindley Lane.

Chairman Brunt proposed that the Councillors offer dispensation for attending meetings to Cllr Colclough for the next 6 months. The Councillors unanimously agreed to this proposal.

PCSO Megan Rogers was in attendance and the Councillors discussed the recent spate of Nottingham Knockers with her and asked for a multi-disciplinary approach to eradicating them from the area. The issue of cars congregating on Fulford Village Hall Carpark was also passed to her for investigation.

Cllr Cooke reported an increase in antisocial behaviour at the Windmill Pub.
Cllr Garside reported underage drinking on Rough Close Common.

PCSO Rogers urged everyone to report any incidences to the Police so a true picture can be built up.

**11/20 TO RECEIVE THE MINUTES OF THE MEETING OF THE COUNCIL
11.06.19**

That the minutes of the meeting held on 11.06.2020 having been circulated be confirmed as a correct record and signed by the Chairman.

Proposed Cllr Baskin



Seconded Cllr Wilkinson

12/20 COUNTY & BOROUGH COUNCILLORS' REPORTS

Cllr Dodson reported that Stafford Borough Council were utilising Microsoft Teams and Zoom to continue with their meetings and it was very much business as usual.

13/20 FINANCE

(a) Accounts for Payment

RESOLVED - Authority was given for cheques to be issued in settlement of the invoices. The cheques had been circulated to Cllrs Oxby, Brunt, Baskin and Noblett.

Proposed Cllr Baskin Seconded Cllr Noblett

(b)

© To note the Internal Auditors Report for the year end 31.03.2020

The internal audit report which had been circulated to the Cllrs via email was noted and Cllr White thanked the Clerk for her work on implementing the Scribe accounts system. It was unanimously agreed to use Alan Toplis as the Internal Auditor for the financial year 2020/2021.

The issues regarding the review of the Financial Regulations, Standing Orders and Risk Register had been addressed in the March meeting prior to lockdown.

(d) To Approve the Annual Governance Statement

The Clerk read out the statements and the Councillors unanimously agreed to sign yes to all the statements and the authorised the Chairman to sign.

(e) To Approve the Annual Accounting Statement

The AGAR and year end accounts had been circulated via email prior to the meeting. The Councillors unanimously agreed for the Chairman to sign the Annual Accounting Statement.

14/20 PLANNING

The following applications had been forward to the Councillors and the following comments were noted for report to SBC.

20/32573/HOU – 359A Sandon Road, Meir Heath – Conversion of existing three bedroom bungalow to four bed bungalow with dormers.

The Cllrs wished to object as they felt that the neighbouring property would be overlooked.



20/32562/HOU – Field Farm, Moss Lane Moss Gate – Proposed garden room for use as home office / studio.

The Councillors stated no objection.

20/32574/HOU – The Birches, Long Lane – Proposed single storey rear extension.

The Councillors stated no objection.

15/20 OTHER MATTERS REQUIRING A DECISION BY THE COUNCIL

- (a) **Items - the notice of which was given to the Clerk** As instructed, the Clerk included the following matters on the agenda for this meeting and the topics were then discussed by members: -

- Flag Pole

The Councillors noted an email received from SBC stating that no planning permission was needed for the pole, the Clerk was awaiting a response from SCC but this was mainly a courtesy. The Councillors asked the Clerk to provide three quotes for the pole and a decision would be made on email as to which one to choose. A budget of £700 was set.

- Community Committee Members

Cllr Cooke would circulate the TOR for the proposed Community Committee around before the next meeting.

- Police Houses – Blythe Bridge

The Clerk explained about neighbouring Parish Forsbrook who were part of a community asset bid with Aspire Housing, SCC, SMDC and Helen Bickerton from Blythe Bridge Library to secure the former Police House site in Blythe Bridge. This was to ensure that the parking for the Library and Village Centre retained carparking spaces for the shops.

Cllr White addressed the Councillors and asked if they would consider discussing a financial contribution from Fulford Parish Council as one of the wards of Fulford Parish was Blythe Bridge.

The Councillors discussed at length and the consensus from the Councillors was although a valid project they would prefer the money from the Fulford precept be spent within the



Parish of Fulford. Cllr Oxby extended support but again did not see how Fulford Parish Council would support the project financially.

A Vote was taken to ask if the Councillors wished to explore the figures any further.

Yes – 2

Abstain – 1

No 8

➤ Parish Office Safety during Covid

Cllr Garside stated that he felt that there should be a charter for the safety of the Clerk and any visitors to the Parish Office in light of Covid 19.

The Councillor asked The Clerk to obtain the risk assessment from the Village Hall to ascertain what procedures were in place when using the toilet facilities at the Village Hall. Until this had been received and reviewed by the Councillors, they asked the Clerk to work at home.

➤ Risk Assessment for Volunteers & Volunteers Policy

The Clerk had previously circulated a Volunteers Policy received from the SPCA and the Councillors unanimously agreed to adopt.

Cllr Elliff had undertaken a risk assessment for a recent activity and this had worked well.

➤ Brown Bin Collection

Cllr Cooke explained that SBC planned to implement a £36 a year charge for the Brown Bin service and he felt that this would lead to an increase in fly tipping and was concerned that people who were already struggling financially would be hit the hardest.

Borough Cllr Dodson reported that the SBC were facing a 3.25 million-pound deficit and the brown bin collections were a discretionary service.

Cllr Cooke proposed that the Council write to SBC asking them to reconsider. Cllr Noblett seconded the proposal.

➤ Appointment of Internal Auditor 2020/21

Dealt with under the Financial agenda item



➤ Handyman and Equipment

Cllr Garside explained that he felt concerned that the Handyman needed a list of tasks which would add structure to what we expected him to do.

Cllr Cooke expressed concern that the handyman's agreement needed a serious and urgent review as he was a private contractor using Parish Council machinery. The Clerk explained that this had always been the case since the Parish Council agreed a contract with him. The Clerk had asked the handyman to stop using the Parish Council machinery.

The Councillor agreed they needed an urgent F&GP meeting to discuss the contract. The Clerk would arrange and forward the invite.

Borough Cllr Dodson expressed thanks on behalf of SBC for the efforts during the Covid pandemic.

08/20 MATTERS FOR REPORT

Cllr Oxby had forwarded a thank you from Fulford Village Hall committee for the Parish Councils contribution to the replacement roof.

Cllr Garside expressed thanks to each and every volunteer and Councillor who had taken part in the Covid Action group. Cllr Cooke gave some figures about the 6000 tasks undertaken by the Cllrs and volunteers.

Updates from previous agenda items.

Ridgway Drive Allotments – The Clerk reported that SRH had acknowledged the request and were looking into it.

Hilderstone Road Allotments – The Lease has been received with SRH solicitor and signed by all parties and we await the confirmation to proceed.

Mile Post – The Clerk has emailed Paula at SCC and awaits a reply after her annual leave.

Community Assets – The Clerk is beginning to complete the necessary paperwork required by SBC

Telephone Box – Swynnerton Arms – The Handyman is looking at the box and providing estimates.



Common Land and Bench Saverley Green – SBC are looking at their land ownership as SCC have advised that SBC own the land.

17/20 ITEM (S) FOR THE NEXT MEETING

The meeting closed at 9pm

DATE OF NEXT MEETING

1. The next meeting of the Parish Council is to be convened virtually via Zoom on Thursday 13 August 2020 at 7:30pm

CHAIRMAN