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Minutes for a meeting held on Wednesday 9th November 2022, at the Abbey Room, St Giles Church, Croxden ST14 5JG. The meeting commenced at 7pm.

Present: Cllr Bean, Cllr Hall, Cllr Brandrick, Cllr Hemingway, Cllr James, Mr Prutton, and the clerk.

22.11.001 APOLOGIES AND APPROVAL OF ABSENCES - NONE

22.11.002 TO RECEIVE DECLARATIONS OF INTERESTS AND TO CONSIDER REQUESTS FOR DISPENSATIONS. - NONE

22.11.003 TO RESOLVE THE MINUTES OF PARISH MEETING HELD ON 14th September 2022 ARE A CORRECT RECORD. RESOLVED

22.11.004 PUBLIC PARTICIPATION

Request to repair Footpath 6 kissing gate as not working. RESOLVED.

Request for Footpath 6 stepping stones to be re-installed – Clerk to Report to Rights of Way Team.

Resident will provide details of Star Link satellite system for Broadband in Parish.

22.11.005 TO RECEIVE AN UPDATE ABOUT PROGRESS OF RESOLUTIONS FROM PREVIOUS MEETING

MAP CASE, Greatgate Village Green – UPDATE

Councillors checked 2nd proof from Fitzpatrick Woolmer and RESOLVED to authorise production. Clerk will ensure installation on Greatgate Village Green, within grass on right of Noticeboard.

PARISH QUESTIONNAIRE – UPDATE

Received 15 replies (113 sent out)

Councillors RESOLVED to request answers be on the website.

Councillors discussed residents' requests and RESOLVED to include Litter Picking equipment/bags into the budget and arrange an Annual Litter Picking day.

Councillors RESOLVED for 2023/2024 to hold a monthly walk and encourage residents to bring along photos of historic events/residents, so can be uploaded onto the website, with a view to providing to Staffordshire Archives too. See item below.

LOCAL GOVERNMENT AWARDS – Foundation Level - UPDATE

NALC Triage Report received 03.10.2022

Resubmitted form on 10.10.2022.

Panel announces results on 9th December 2022.

UTTOXETER FORUM – UPDATE

Cllr Hemingway confirmed attendance at the event and confirmed she would continue to support the forum by attending the Community Day to be organised by Forum and report



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back to Council. The App has not yet been launched.

CARBON LITERACY STATUS – UPDATE.

Cllr Hemingway confirmed she is now Carbon Literate Certified having completed the CLP course. Councillors were updated on the process to become a Bronze level Organisation and RESOLVED to pursue this project in 2023 and investigate funding for the cost of certification.
<https://carbonliteracy.com/organisation/become-a-clo/>

Councillors discussed varying the grass cutting of Greatgate to reduce Carbon, Clerk to investigate the agreement with contractor.

Battery recycling for Parish – Clerk contacted Eco Centre who advised that WasteCare provide boxes and collection service - recycling@wastecare.co.uk 0800 091 0000. Councillors RESOLVED for Clerk to arrange with drop off point being St Giles Church, Croxden.

VILLAGE/PARISH MONTHLY WALK – CONSIDER AND APPROVE

Councillors discussed the Monthly Walk and RESOLVED to start walks in April 2023 and Councillors to bring dates/routes to January 2023 meeting.

Clerk to check insurance position.

Cllr Bean, Brandrick and Hall to lead the walks.

Clerk to investigate grants available, due to hire of St Giles, Tea/Coffee costs.

Councillors RESOLVED to publicise through word of mouth and Parish Magazine.

22.11.006 CROXDEN EXPENSES POLICY – CONSIDER AND APPROVE

Councillors reviewed the policy and RESOLVED to adopt.

22.11.007 PARISH COUNCIL BUDGET 2023-2024 – CONSIDER AND APPROVE

Councillors discussed proposed Budget and RESOLVED to accept figures, but ask for the following to be included:

Stile Repair request from Questionnaire, RESOLVED.

Engage a Payroll Bureau for Council Administration, RESOLVED

King Charles III Coronation community grant of £175 for Morris Dancers and other costs, RESOLVED

22.11.008 PRECEPT REQUEST FROM EAST STAFFORDSHIRE BOROUGH COUNCIL - 2023-2024

Councillors RESOLVED to request a Precept of **£6,400** from East Staffordshire Brough Council for 2023-2024

22.11.009 TO CONSIDER PLANNING APPLICATIONS AND RECEIVE PLANNING DECISIONS:

DECISIONS

P/2022/00998 - Katys Cafe Lay By on A522 Uttoxeter Road Beamhurst Uttoxeter Staffordshire - Retention of existing cafe and porta loo for 3 years – REFUSED

P/2022/00957 - Woodhouse Farm Nabb Lane Rocester Staffordshire ST14 5JB - Conversion of former agricultural building to form dwelling and change of use of land to domestic



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curtilage- PERMITS

P/2022/00895 - Land Adjacent to Beamhurst View Uttoxeter Road Beamhurst - Retention of a mezzanine floor and installation of 6 windows – PERMITS

P/2022/00945 - Croxden Farm Croxden Lane Croxden Staffordshire ST14 5FB - Application under Section 73 to vary Condition 2 (Plans) attached to the planning permission to enclose two bays of the existing three bay carport to provide secure garaging, formation of a pond and extend patio area to amend the materials to use courser gravel on the outside areas and underground cable for pond - PERMITS

22.11.0010 TO RECEIVE ORAL REPORT FROM BOROUGH/COUNTY COUNCILLOR - NONE

22.11.0011 FINANCE – TO CONSIDER & AUTHORISE PAYMENTS OF LIST BELOW AND RECEIVE FINANCIAL UPDATES

All September payments made on 16.09.2022

Payments 35 – 38 in between Meetings

Cllr Bean undertook internal audit 28.10.2022

Annual Software – Word – to be purchased in between meetings - RESOLVED

Council Administration - NALC Payrates for current year 2022-2023 received RESOLVED to sign new Standing Order for increase to Council Administration November payment to March 2023 – from £203.32 to £220.65

Council Administration to pay back pay of £119 for April 2022- October 2022 -RESOLVED
VAT – Clerk will submit return in December 2022.

| Cheque ref/number | Payment | Total |
|-------------------|--|--------------------------|
| 35/SO | Council Administration October | £203.32 |
| 36/127 | SJL Landscapes Ltd – Grass Cutting | £57.53 (inc £9.59 VAT) |
| 37/128 | AED Donate – Defib Battery – Croxden Abbey | £293.76 (inc £48.96 VAT) |
| 38/129 | AEDdonate – Defib pads – Croxden Abbey | £61.92 (inc £10.32 VAT) |
| 39/SO | Council Administration – November | £203.32 |
| 40/130 | RBL Poppy Appeal – wreath for War Memorial | £55 |
| 41/131 | Clerk Expenses – includes stamps and foolscap hanging files | £30.39 |
| 42/132 | Google One – Annual Subs- Refund Clerk | £15.99 |
| 43/133 | Council Administration – Back pay – April 2022 to October 2022 | £119 |



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| | | |
|------------------------|--|------------------------|
| 44/134 | SJL Landscapes Ltd – grounds maintenance | £57.53 (inc £9.59 VAT) |
| 45/135 | Cllr Hemingway – Carbon Literacy Certificate | £10 |
| RECEIVED | | |
| 28.09.2022 | ESBC Precept – second payment | £2,906.93 |
| Bank Accounts | | |
| Lloyds | 28.09.2022 | £3,730.99 |
| Lloyds Savings Account | 09.08.2022 | £1,000.05 |

| Reconciliation at 07.11.2022 | |
|--|----------|
| Receipts and payments | |
| a. Opening balance 1st April 2022 | 2,954.85 |
| b. Total receipts | 7,694.95 |
| c. Total payments | 6,908.20 |
| d. Surplus/(Deficit) in the year (b-c) | 786.75 |
| e. Closing balance (a+d) | 3,741.60 |

| Bank accounts | |
|--------------------------------------|----------|
| Current account | 3,730.99 |
| Savings Account - Reference 18718362 | 1,000.05 |
| | 4,731.04 |
| Add: unpresented income | 0.00 |
| Less: unpresented cheques | 989.44 |
| | 3,741.60 |

22.11.0012 CORRESPONDENCE

8 items of Correspondence received.

Gigabit Project (Broadband) for Parish - Councillors discussed the Gigabit Voucher scheme responses received from both Paul Chatwin, Digital Infrastructure Programme Manager at Staffordshire County Council and Kate Kniveton MP.

Councillors RESOLVED to write to all residents within the Parish to establish the interest in the project. Clerk to create a project plan.

Resident confirmed he will find out if Star Link Satellite scheme is eligible for the voucher scheme. <https://www.gov.uk/government/publications/project-gigabit-delivery-plan-summer-update-2022>



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22.11.0013 CLERK REPORT

London Bridge protocol observed - HM Elizabeth II – Parish Council condolence published in Echo Newspaper 14.09.2022 – copy sent to Councillors 16.09.2022

Dignity at Work policy on website

Civility and Respect Pledge on Website with logo

Community Groups list of groups put onto website

<http://www.croxdenparishcouncil.org.uk/index.php/community-groups>

Litter Pickers - Thank you letters sent

Defib – Beamhurst - Meachen and Bevan have confirmed they do not require the £12 funds for the Defib electricity. Councillor RESOLVED to remove from Budget.

Gigabit Project (Broadband) for Croxden – letters sent to Kate Kniveton MP, Paul Norris at Building Digital (UK), Department of Digital, Culture, Media and Sport and Paul Chatwin, Staffordshire County Council requesting a budget be set aside for residents in the Parish – 24.10.2022 – copy sent to resident

Gigabit Project (Broadband) for Croxden – Clerk email Paul Chatwin, Digital Infrastructure Programme Manager at Staffordshire County Council regarding resources available for coordination of voucher scheme – confirmed no funding for coordination of the scheme is available. Clerk emailed SPCA to ask if Parish Council has the power to coordinate the scheme, as clerk hours would increase. SPCA confirmed Council has the powers.

Gigabit Project - Goudhurst Parish Council have experience of coordination of Gigabit Project – Clerk contacted Cllr Knight to gain his experience - his website -

<https://www.david-knight.org/broadband> to find providers

<https://www.openreach.com/fibre-broadband/fttp-providers>

Website Maintenance – webmaster advised that updates to the Operating System will take place after 9th December 2022.

Battery recycling – emailed Eco Centre to ask if they provide recycling stations and if they recycle the batteries once collected. 31.10.2022

PCSO Sean Elliott – Clerk sent him a sample of Barton Under Needwood PCSO newsletter for Parishes and asked if he could produce the same format. Reply received that he has been unavailable for 5 weeks but will ensure updates are arranged for Parishes. 07.11.2022

22.11.0014 COUNCILLORS REPORTS (information only)

Councillors requested Clerk report to the Rights of Way Team that both Footpath 41 and 42 exit to main road blocked with a building.

Tree on Village Green will have stake and strap removed, as now strong enough.

Greatgate Village Sign to be removed to Highways again.

Santa Grotto will take place at Wood Farm, on 27th November from 2pm -5pm.

DATE OF NEXT MEETING:

The Next Parish Council meeting will be held on 11th January 2023 at 7pm. The meeting was formally closed at 20.55

Signed.....