

HAUGHTON PARISH COUNCIL

2 Ashmore Drive, Gnosall, Stafford, ST20 0RP Tel: 01785 824749

Clerk's Report – May 2015

Congratulations to all councillors whether you are a new or a returning councillor. We are now a “new council” and with that have to, at this annual meeting, elect a Chairman and Vice Chairman. All Councillors have to sign a Declaration of Acceptance of Office before or at the meeting. In addition you all have to complete the Disclosable Pecuniary Interest Forms and return them to Stafford Borough Council by 4th June. I suggested in an email to some cllrs that if you let me have completed forms by 1st June, I will send them to SBC together. If you need any help completing the forms I will gladly assist. Guidance notes are provided too.

This is a good time too to carry out a review of important documents such as:

- Standing Orders
- Financial Regulations
- Information available under the Freedom of Information Act
- Risk Assessment Procedure

I will bring “a pack” of documents for all councillors to the May meeting and ask cllrs to read through them all before the June meeting when we can consider any suggested amendments/updates.

Planning

One planning application has been received that was emailed to some cllrs. The application, number 15/22219/FUL is for a new stable block (3 stables) on land off Alstone Lane.

For the benefit of new councillors, when I have your email addresses I will send details of planning applications as and when received to allow you time to review the documents on line from the Borough Council's website before the next council meeting to enable you to comment on the plans having had ample time to review and raise any queries with me.

Insurance

The Council's three year agreement with Came and Company ends on 31st May. A new quotation was received and I asked Zurich to quote as well following the same schedule. Details will be shared at the Council meeting and Council will be asked to consider appointing one of the insurance providers.

Village Hall Deeds

It has been brought to my attention that should the village hall committee cease to exist, it is believed that the ownership and management lies with the parish council. Therefore I've been asked to request the deeds from Lloyds Bank to take a photocopy to allow councillors to review and determine the arrangements should the committee cease. I will have a letter with me at the Council meeting requesting authorised signatures.

Correspondence

- Letter from Staffordshire County Council following the review of the library service. A set of initial proposal for the future of the mobile and travelling library service will be considered by the cross-party Prosperous Staffordshire Select Committee on 1st June and then by the County Council's Cabinet on 17th June
- The Neighbourhood Highway Team will be in Haughton for 2 days on 17th and 20th July. I will be asking them to clean the village signs at both ends of the village (as requested by the BKV team). If you can suggest any other jobs I can add to the list please let me have them by 10th July
- A copy of letter from the Police and Crime Commissioner to Mrs Sue Edwards following the discussion at Parish meeting about large and speeding vehicles in the village informing Mrs Edwards that the matters are currently receiving attention.
- A thank you letter was sent to the Police Crime Commissioner following his attendance at the Parish Meeting and a letter from him was received thanking HPC for inviting him.
- Stafford Borough Council's Members Digest no 207

Action requested at April and carried out:

- Rospa report – details obtained to inspect play areas. Cost £65 + VAT that includes 5 pieces of equipment. Each additional piece will cost £3.
- Repainting of phone box and post boxes requested. Work scheduled soon
- Query lodged with Charity Commission
- Mike Little informed Head teacher that council approved parking arrangements on playing fields at the teachers own risk. Email retained on file
- Request to SBC to make minor change to proposed settlement boundary for Haughton. It will be necessary to formally respond to the consultation with this change.

Holiday

To remind cllrs I will be on holiday from 11th – 26th June.

Jayne Cooper

Clerk, Haughton Parish Council, 19th May 2015