



## **WINSHILL PARISH COUNCIL**

Minutes of the Meeting of the Winshill Parish Council held at the Neighbourhood Resource Centre on Thursday 23 February 2012 at 7.30 pm.

### **Present:**

D Fletcher (Chairman), I North (Vice-Chairman), S Edmonds, M Fletcher, M Key, J Muir, P Rose, J Scotland and K Smith.

### **Also present:**

S Taylor (Clerk) and Mr W Read (ESBC Civic Emergency Planning Officer).

### **Apologies:**

Apologies were received from R Patel and P Perry.

### **MATTERS RAISED IN PUBLIC PARTICIPATION**

Mr Read outlined the Borough Council's role with regard to protecting people in the event of a civil emergency. He referred to relevant legislation, the register of risks and the Council's Major Incident Plan, Town Centre Evacuation Plan and Flood Plan. Members responded positively to Mr Read's suggestion of compiling a parish emergency plan and asked for an electronic copy of the existing standard pro-forma to be sent to the Clerk.

### **PART I**

#### **20/12 DECLARATIONS OF INTEREST**

There were no declarations of interest made.

#### **21/12 MINUTES**

The Minutes of the Meetings held on 26 January 2012 were agreed and signed as a correct record of events.

#### **22/12 CORRESPONDENCE**

The Clerk reported details of the following correspondence:

- |                               |  |
|-------------------------------|--|
| a) ESBC                       | Core Strategy: Sustainability Appraisal Scoping Report |
| b) ESBC                       | Guidance on Election Procedures                        |
| c) Brizlincote PC             | County Councillor Matters - Update                     |
| d) SPCA                       | Western Power Distribution Community Chest             |
| e) Staffs Playing Fields Ass. | Subscriptions for 2011/2012                            |
| f) SCC                        | Ice Clearing by Parish Councils - Risk                 |
| g) SCC                        | Theft of Winter Highways Grit (Rock Salt)              |
| h) SCC                        | Staffs and Stoke-on-Trent Joint Waste Core Strategy    |

- |                  |   |
|------------------|---|
| i) Akiko Takeoka | Request to Attend Parish Council Meeting        |
| j) Epworth House | Thank You Letter with Reference to Recent Grant |
| k) ESBC          | Transfer of Allotments                          |
| l) SCC           | Community Paths Initiative                      |

**Resolved:**

That the Parish Council Allotments Sub Group continues to liaise with both the Borough Council and the Allotment Associations in order that it can bring back recommendations with regard to the pending transfer arrangements.

**23/12 PLANNING APPLICATIONS**

The Clerk reported on the following:

- Applications that have been decided under delegated powers;
- Applications for which time to respond has now passed;
- Applications to which we can respond.

**24/12 MANAGEMENT AND RUNNING OF THE NEIGHBOURHOOD RESOURCE CENTRE**

The Chairman of the Strategic Partnership Group/Advisory Committee reported that following the continued absence of the administrator due to illness, he together with the Lentsman, Chairman and Councillor M Fletcher had spend some time in organising and tidying up the centre including the internal notice boards.

Members expressed that their gratitude to the above mentioned people should be recorded.

**25/12 PARISH PLAN**

Councillor M Fletcher advised that the questionnaires were still being returned and that the questionnaires to businesses and organisations were ready to go out. The street by street consultation would start with Dale Brook leaflets being delivered on 5 March 2012 and the follow- up consultation on 11 March 2012.

In connection with the aim to attain “Quality Parish Council” status the Clerk mentioned that with regard to him obtaining the Certificate in Local Council Administration (CiLCA) there was a fee of £150 to register for the University of Gloucester award. Following any necessary training a portfolio of evidence would then have to be submitted for assessment within 24 months of the date of registration.

**Resolved:**

That the £150 CiLCA registration fee be paid with respect to the Clerk applying for the administrative accreditation.

**26/12 PARISH FAYRE**

The minutes of the first meeting of the Parish Fayre Committee were circulated for information. The date of the Fayre had been changed to Monday 4 June 2012 to coincide with the Queen’s Diamond Jubilee Celebration. The possibility of closing Canterbury Road had been discussed as well as organising a mini fun run and tug of war together with a beacon and firework display later in the day.

**27/12 PARISH DESIGN STATEMENT**

The Chairman explained that he had still not heard about the bid made on behalf of the Parish Council for additional funding to support drawing up a Neighbourhood Plan.

## 28/12 NEWSLETTER/WEBSITE

It was agreed that for the next edition of the newsletter is due to go out towards the end of April 2012, the articles would need to be sent to the Clerk by 14 April 2012.

## 29/12 REVIEW OF PLANTING/GROUNDS MAINTENANCE

The issues associated with planting on the roundabout at the top of Bretby Lane were discussed along with possible welcome to Winshill signs in this proximity and at the end of Burton Bridge. This could be carried out using the £3,000 WASP money received from the Borough Council.

Reference was made to a meeting with a Britain in Bloom judge to seek informal advice regarding future entries to the competition.

## 30/12 PARISH YOUTH COUNCIL

The minutes of the meeting held on Tuesday 31 January 2012 had been circulated for information. It was reported that three quotations had been received for play equipment following the design exercise undertaken in conjunction with staff from ESBC.

The next meeting would be held at the Town Hall on Tuesday 27 March 2012 and this would be preceded by a guided tour by the Mayor at 1.30 pm.

## 31/12 FINANCIAL REPORT

Members were advised of the financial position as at the end February 2012.

## 32/12 GRANTS TO OTHER ORGANISATIONS

No applications for grants had been received.

## 33/12 REPORT ON ACCOUNTS PAID

		£	cheque no	minute no
ESBC	December Salaries Recharge	1254.46	566	191/10
Staffs Playing Fields	Annual Subscription	15.00	567	3/12
ESBC	January Salaries Recharge	1254.46	568	191/10

### **Resolved:**

That payment of the above accounts is confirmed.

## 34/12 PACT MEETING REPORT

It was noted that the next meeting was in March 2012.

## 35/12 COUNTY COUNCILLOR'S REPORT

The County Councillor for Winshill was not present at the meeting and no report had been received.

## 36/12 BOROUGH COUNCILLOR'S REPORT

Councillors D Fletcher and North reported that there had been meeting on the 2012/13 Budget and the New Code of Conduct.

37/12 **CLERK AND MEMBERS' REPORTS**

With reference to the ongoing problem of the fence at the bottom of Bearwood Hill the Chairman agreed to look at possible solutions including applying for a grant to the Borough Council Neighbourhood Fund and report back.

38/12 **DATE OF THE NEXT MEETING OF THE COUNCIL**

**Resolved:**

That the next meeting of the Parish Council be held on Thursday 22 March 2012 at 7.30 pm at The Neighbourhood Resource Centre.

The meeting finished at 21.30 hours.

Chairman

**PART II**

There were no matters of a confidential nature.