



## **WINSHILL PARISH COUNCIL**

Minutes of the Meeting of the Winshill Parish Council held at the Neighbourhood Resource Centre on Thursday 25 April 2013 at 7.30 pm.

### **Present:**

I North (Chairman), D Fletcher, M Fletcher, H Gaynor, M Key, P Perry, P Rose, J Scotland and E Starmer.

### **Also present:**

S Taylor (Clerk) and K Smith (Centre Coordinator).

### **Apologies:**

Apologies were received from Councillors J Muir and R Patel.

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

There were no members of the public present.

### **PART I**

#### **63/13 DECLARATIONS OF INTEREST**

Councillors North and M Fletcher declared an interest with regard to ground clearing at the boundary of Abbot Beyne School with Newton Road (Minute 72/13) and Councillor North with respect to the grant aid for Epworth House (Minute 75/13).

#### **64/13 MINUTES**

The Minutes of the Meeting held on 28 March 2013 were agreed and signed as correct records of events.

#### **65/13 CORRESPONDENCE**

The Clerk reported details of the following correspondence:

- |                   |  |
|-------------------|--|
| a) ESBC           | Transfer of Winshill Allotment                   |
| b) Grant Thornton | Audit of Accounts – Year Ending 31 March 2013    |
| c) SCC            | SCC and Stoke Joint Waste Local Plan 2010 - 2016 |
| d) Autumn Days    | Request for Grant Aid Form                       |
| e) Eric Roy       | Website Hosting and Support 2013/14              |
| f) Burton CAB     | Advice Sessions for Winshill Residents           |

### **Resolved:**

- That the deed of grant with ESBC concerning the access to Winshill Allotments be signed.

- That the Parish Council's ownership of the Winshill Allotments site be registered with the Land Registry.
- That a meeting be arranged with the Winshill Allotment Association to discuss future arrangements.

66/13 **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.

67/13 **MANAGEMENT AND RUNNING OF THE NEIGHBOURHOOD RESOURCE CENTRE**

The Co-ordinator reported that most of the day-time slots were now full. There were also bookings for children's parties and a wedding fayre. The CAB advice sessions were also going well.

There was a brief discussion about the continued provision of free poop scoop bags due to the increased take up.

**Resolved:**

That the options of buying poop scoop bags in bulk be investigated within an annual budget of £500.

68/13 **PARISH PLAN**

The Parish Plan Committee had met to see how best to manage the delivery of the Plan. The next meeting will be on 20 May 2013 at 10.00am.

69/13 **PARISH FAYRE**

All the forms for the stalls were being returned. There will be a band, zumba and a dance group. The event was advertised on the front of the newsletter and was getting a mention on the Hospital Radio. Volunteers were still required to help on the day.

70/13 **PARISH DESIGN STATEMENT**

It was agreed that a presentation by Naomi, a local resident planner, to the Design Statement Advisory Group be arranged at the Centre for Thursday 9 May 2013 at 7.00pm.

71/13 **NEWSLETTER/WEBSITE**

The newsletter was now ready for delivery. Articles included the Parish Plan, new councillors and the Parish Fayre.

72/13 **REVIEW OF PLANTING/GROUNDS MAINTENANCE**

The planter funded by the Winshill Residents Association was now in place in West Street and the local Guides were keen to adopt it.

The vegetable workshops had taken place and the production of a cook book was ongoing. The theme of the Heart of England in Bloom entry would be "grow it and eat it".

It was proposed to move the herb garden from the back to the front of the Centre and plant fruit bushes down the side.

There was a brief discussion on whether to employ Burton Conservation Volunteers to tidy up the area along Newton Road where the fence used to be in front of the school grounds. It was reported that the school had agreed to contribute £100. It was pointed out that there was an area of Japanese Knotweed that needed to be removed by the school first.

**Resolved:**

That up to £400 be spent on tidying up the land on Newton Road on the Abbot Beyne School boundary.

**73/13 PARISH YOUTH COUNCIL**

It was reported that the Youth Council would be having a stall at the Summer Fayre. The need for the Youth Council to commence work during the current year on a specific project was mentioned as being necessary to give them a sense of achievement. It was proposed that there would be an election held in September/October 2013. The Town Hall had suggested that they would be happy to assist with organising this.

**Resolved:**

That a grant of £2000 be made to the Youth Council for the 2013/14 financial year.

**74/13 FINANCIAL REPORT**

Members were presented with the final accounts for the year ending 31 March 2013. The Clerk pointed out that these had yet to be under go internal audit and the annual return completed prior to external audit. The Notice of Appointment of Date for the Exercise of Elector's Rights to inspect the accounts also needed to be put on the parish notice board.

**Resolved:**

That the final accounts for the year ending 31 March 2013 be formally approved.

**75/13 GRANTS TO OTHER ORGANISATIONS**

The grant previously approved to Epworth House for £500 towards activities/trips out by their clients to improve their socialising skills together with that for the Health Centre for £100 towards planting were discussed.

**Resolved:**

- That the grant of £100 towards the planting undertaken outside the Health Centre be paid.
- That the grant of £500 to Epworth House towards activities/trips out by their clients to improve their socialising skills be paid in advance.

**76/13 REPORT ON ACCOUNTS PAID**

		£	cheque no	minute no
Norton/Tesco	Office Equipment	106.99	649	194/11
Clerk	4 <sup>th</sup> Qtr Expenses	39.00	650	194/11
Livens	Keys	14.85	651	194/11
South D. CVS	Walking Books Printing	120.00	652	194/11
Amberol	Self Watering Planter	491.04	653	194/11
JRB Enterprises	Poop Scoop Bags	40.25	654	194/11
Trent & Dove	Lenghtsman's 4 <sup>th</sup> Qtr SLA	4275.50	655	194/11
ESBC	March Salaries Recharge	2,245.37	656	194/11

**Resolved:**

That payment of the above accounts is confirmed.

**77/13 PACT MEETING REPORT**

As two members of the public had attended the last meeting and the police were considering a coffee morning in the Centre's Reception as an alternative.

**78/13 COUNTY COUNCILLOR'S REPORT**

The County Councillor was not present at the meeting.

**79/13 BOROUGH COUNCILLOR'S REPORT**

There was nothing additional to report.

**80/13 CLERK AND MEMBERS' REPORTS**

It was agreed that three quotes should be obtained for replacing the untidy fence at the bottom of Bearwood Hill in view of the problems in establishing ownership.

**81/13 DATE OF THE NEXT MEETING****Resolved:**

That the Annual Parish Meeting be on 23 May 2013 at 7.00 pm followed by a meeting of the Parish Council at 7.30 pm at The Neighbourhood Resource Centre.

**PART II****82/13 EMPLOYMENT COMMITTEE**

The committee had received a quote of £715 + VAT per year for a three year contract from *acton jennings* to provide HR support and advice. Trent & Dove had been asked but were unable to provide a quote.

**Resolved:**

That the Parish Council enter into a three year contract with *acton jennings* to provide HR support and advice at a cost of £750 + VAT per annum.

The meeting finished at 21.30 hours.

Chairman