



Outwoods Parish Council

Date of Meeting	12 November 2018 at 6.30pm
Venue	de Ferrers Academy (Trent Campus)
Openness of Local Government Bodies Regulations 2014 has been adopted. Press and members of the public were cordially invited.	
Members Present	Councillors: J Elks, B Walker, B Hyder, T Booth, J Turnbull, J Anderson, R Anderson and L Anderson. Youth Councillors: Sean Baldwin,
Also Present	8 Local Residents, Cllr D Goodfellow – East Staffordshire Borough Council (ESBC)
Clerk	Ellen Bird
Apologies for Absence	Cllr P Barker, B Hyder

1.	Declarations of Interest
	<p>Councillors L. Anderson, J Anderson, B Hyder, and J Turnbull declared they were members of 'Friends of Outwoods'.</p> <p>Councillor L Anderson declared he was vice Chair of Staffordshire Fair Trade Association</p> <p>Noted</p>
2.	Chairman's Introductory Comments
	<p>It was noted that Councillor R Hall had decided to stand down from the Council for personal reasons.</p> <p>Resolved to ask the Clerk to write a formal letter of thanks to Councillor Hall for all his work on the Parish.</p>
3.	Apologies for absence
	<p>Councillor P Barker and B Hyder submitted apologies for absence. Councillor J Anderson was late to arrive for the meeting – Councillor J Elks therefore Chaired the meeting throughout.</p> <p>Noted.</p>
4.	Approval of the minutes
	<p>The minutes from 8 October 2018 were approved as a correct record and signed by the Chair.</p>
5.	Update on Actions from the 8 October 2018 Minutes
	<p><u>Glenville Farm</u></p> <p>Noted that the letter was still to be sent. Councillor Turnbull agreed to ensure this was done.</p>

	<p><u>Remembrance Service</u></p> <p>Noted that a small service was held at Wilson Way.</p> <p><u>Asset Register</u></p> <p>Councillor Hall had returned the computer equipment belonging to the Council.</p> <p>This was handed to Councillor L Anderson.</p> <p>Resolved to amend the asset register accordingly.</p>
6.	Public Participation
	<p><u>Fly Tipping</u></p> <p>A local resident reported he had observed a significant increase in fly tipping.</p> <p>Noted</p> <p><u>Kitling Greaves Flooding</u></p> <p>A local resident reported that his dispute regarding who had responsibilities for the water course and the bank was ongoing.</p> <p>Another reported that the County Councillor had promised that the flood report by Staffordshire County Council would be available by the end of September 2018. This had not happened.</p> <p>Noted</p> <p><u>Footpaths</u></p> <p>Councillor Walker reported that Outwoods footpath 8 was in a dangerous state as a farmer had installed an electric fence very close to the footpath. Additionally, the gate was not properly fastened and the wire that was being used was dangerous.</p> <p>Resolved to ask the Clerk to contact the Rights of Way Officer at SCC.</p>
7.	Planning Issues
	<p><u>Beamhill Grange</u></p> <p>It was noted that 1200 objections had been received. The drainage issues that were found initially had reportedly been resolved by developers.</p> <p>Noted.</p> <p><u>Automatic Number Plate Recognition (ANPR) – Red House Farm</u></p> <p>Resolved to ask the Clerk to write to ESBC to enquire when the ANPR would be fitted.</p>
8.	County and Borough Councillor Reports
	<p>Apologies had been received from Councillor S Gaskin (ESBC) and Councillor White (Staffordshire County Council).</p> <p>Noted Councillor White had emailed a report to the Councillors providing an update on County Council issues.</p>

	<p>Councillor D Goodfellow (ESBC) reported that a recent report had suggested that fly tipping across the Borough was down but accepted Outwoods faced some problems. He agreed to provide the Clerk with the contact details of an officer at ESBC who may be able to help run a campaign to reduce Fly Tipping in the Parish.</p> <p>Councillor J Anderson reported that the bin on junction between Outwoods and Field Lane had disappeared. Councillor Gaskin reported the bin had been removed when the public footpath post (to which the bin was chained) had fallen over.</p> <p>It was noted that ESBC officers had done a fantastic job in clearing the fly tipping on Long Edge Lane and Field Lane.</p> <p>Resolved to:</p> <ul style="list-style-type: none"> a) ask the Clerk to contact officers at ESBC to establish what could be done to reduce fly tipping in Outwoods and to thank them for their work b) ask Cllr Goodfellow to establish whether ESBC had formally reported to SCC that fly tipping had increased in Outwoods following the introduction of charges at the local refuse tip. c) Ask Councillor Walker to report the broken post on Field Lane to the Rights of Way Officer.
9.	Items for Discussion
a)	Kitling Greaves Flooding
	<p>Councillors were extremely disappointed about the continued delays in the flooding report from SCC.</p> <p>Councillor Anderson was invited to join the Kitling Greaves Action Group which he agreed to do on a personal basis (not as a Councillor representing the Council).</p> <p>Resolved to ask the Clerk to write to the Leader of Staffordshire County Council asking when the report would be completed and requesting that this be addressed as a matter of urgency.</p>
b)	Beamhill Playground
	<p>Councillor Turnbull reported he had received a quote from Bloomin Garden for all of the required work on Beamhill Playground.</p> <p>Many efforts had been made during the year to get 3 quotes for all the work highlighted in the risk assessment but this hadn't been possible.</p> <p>Councillor Walker reported he had received 2 other quotes for the gate replacement but that these were more expensive than Councillor Turnbull's quote.</p> <p>Councillors queried whether the gate was galvanised.</p> <p>Councillors discussed the other apparatus that was included in the quote.</p> <p>They noted the bank balance but the Clerk cautioned that further expenditure had been committed for the forthcoming year. She reminded Councillors that the VAT could be reclaimed.</p> <p>Resolved to accept the quote (including the wet pour repairs) provided that:</p> <ul style="list-style-type: none"> a) the Clerk provides more detailed budget analysis to ensure sufficient funds are available for the project – if necessary, spending some of the financial reserves;

	<p>b) Query with the company whether the gate is galvanized, and; c) Request photographs of the equipment to be replaced Councillors to approve a-c via email.</p> <p>The company had also provided a quote for ongoing maintenance of the park, including cutting the grass and litter picking.</p> <p>Resolved to ask the Clerk to request that the current contractor for grass cutting quote on the same basis for the grass cutting.</p>
c)	Footpath Sign and Wheelie Bin
	This was discussed with Councillor Gaskin and reported earlier in the minutes (section 8 refers)
d)	Fly Tipping
	This was discussed earlier in the minutes (Section 8 refers)
e)	Salt Boxes
	<p>Councillor Anderson reported that he had looked at some of the salt boxes in the Parish. Some were damaged and some were empty.</p> <p>Resolved to ask all Councillors to look at the salt boxes in the Parish and to report back at the next meeting.</p>
f)	Website/Email
	<p>Concerns were raised that the email accounts were getting full very quickly. Councillor J Anderson explained that this resulted in emails having to be deleted to free up space for new correspondence. He was concerned that if the Council was to receive a Freedom of Information Request it would be difficult to provide an audit trail.</p> <p>Councillors discussed the upcoming election and the need for business continuity planning.</p> <p>It was felt that responsibility for the security of the website, passwords and accounts should be shared with several Councillors and the Clerk to ensure that if anyone left or became ill services could continue.</p> <p>The Councillor who currently leads on this area of the Council's work had submitted apologies for this meeting.</p> <p>Resolved to defer this item to the next meeting.</p>
g)	Support for the Fairtrade Campaign
	<p>Councillor L Anderson explained the work of the Fairtrade Campaign across Staffordshire.</p> <p>He asked the Council to join the Campaign by pledging to support Fairtrade producers and to use Fairtrade produce wherever possible.</p> <p>Resolved to:</p> <ol style="list-style-type: none"> a) Ask Councillor L Anderson to sign Outwoods Parish Council up as a Fairtrade supporter; b) Ask Councillors to bring their own cups to the meetings to reduce waste, and; c) Purchase recyclable disposable cups for members of the public in future.
h)	Dog waste

	<p>Councillor Walker reported that the issues raised previously regarding dog waste on footpaths in the Parish were ongoing.</p> <p>Resolved to ask the Clerk to chase officers regarding this issue.</p>																								
i)	Littering in Lower Outwoods																								
	<p>Councillor Walker reported that the litter issues previously reported were ongoing on footpaths 10 and 11.</p> <p>Resolved to ask the Clerk to report these issues again.</p>																								
10.	Financial Issues - Approval of Accounts for Payment																								
	<p>The balance in the current account as at 29 October 2018 was £17,561.28</p> <p>The Parish Council were asked to approve the following payments at their meeting on 12 November 2018:</p> <table border="1"> <thead> <tr> <th></th> <th>Cost</th> <th>Invoice No</th> <th>Cheque Number</th> </tr> </thead> <tbody> <tr> <td>Clerk Wages November 2018</td> <td>£400</td> <td>EB13/1819</td> <td>£350 Paid by SO on 15th of the month £50 cheque no 100631</td> </tr> <tr> <td>Clerk's Expenses</td> <td>£11.76</td> <td>EB14/1819</td> <td>100632</td> </tr> <tr> <td>Rachael Anderson Expenses</td> <td>£84.40</td> <td>-</td> <td>100633</td> </tr> <tr> <td>John Anderson Expenses</td> <td>£27.45</td> <td>-</td> <td>100634</td> </tr> <tr> <td>Phil Gould (Mowing Contract 2018)</td> <td>£870</td> <td>-</td> <td>100635</td> </tr> </tbody> </table> <p>It was noted that there was no income to report.</p> <p>Resolved to approve the accounts for payment.</p>		Cost	Invoice No	Cheque Number	Clerk Wages November 2018	£400	EB13/1819	£350 Paid by SO on 15th of the month £50 cheque no 100631	Clerk's Expenses	£11.76	EB14/1819	100632	Rachael Anderson Expenses	£84.40	-	100633	John Anderson Expenses	£27.45	-	100634	Phil Gould (Mowing Contract 2018)	£870	-	100635
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11.	Items for future meetings																								
	Resolved to email the Clerk with any items for future meetings.																								
17.	Date, Time and Place of next meeting																								
	It was noted that the next meeting would be held on Monday 10 December at de Ferrers Academy (Trent Campus) at 6.30pm.																								

The meeting ended at 8.50pm