

BRIZLINCOTE PARISH COUNCIL

Minutes of Brizlincote Parish Council meeting held at Violet Lane Infant School on Thursday 19th February 2009

Present:

Councillors Geoffrey Willett, Bill Warrilow, Ian Williams & Kay Sherratt

Apologies:

Mary Crowley

Public:

Clerk - Liz Court and a member of the Press

12/09 MEMBERS TO DECLARE ANY INTEREST IN MATTERS TO BE CONSIDERED -

None

13/09 APPROVAL OF THE MINUTES OF THE PARISH COUNCIL MEETING HELD ON 8th JANUARY 2009 -

Approved and signed as a true record.

14/09 MATTERS ARISING FROM THE MINUTES -

03/09 - Burton East Sports Trust update was given by Councillor Williams. A meeting had been held on 29th January and the constitution and trustees are in the process of being approved. Once the bank account is set up, Brizlincote Parish Council will be approached for a membership donation of around £10.

03/09 - Community Gangs are due back to the area in May.

05/09 - There has been no news on the cycle restriction poles since the offer of funding was made by the Parish Council.

06/09 - Work on the path down Woods Lane is progressing well.

03/09 - Councillor Willett confirmed that he had left a message for the leader of the Community Church.

03/09 - Councillor Willett informed the meeting that he had received an expression of interest in being a councilor from a Mr G Lomas who lives very close to the Parish boundary. This was a result of the publicity given by the Burton Mail. There was also a short discussion on the value of a Youth Councillor - perhaps for the whole of Burton upon Trent borough in order to give a voice to young people.

06/09 - Blue bins are expected by April in the parish.

06/09 - A new Chief Executive has recently been appointed.

10/09 - Speed Watch was mentioned at the Parish Council's Forum but only reiterating what Councillor Warrilow had told the Parish Council meeting last month.

10/09 - Councillor Williams confirmed that he had given appropriate grant application information to the 'Tums to Tots' group.

15/09 PUBLIC PARTICIPATION -
None

16/09 PARISH MEETING 2009

Councillor Willett proposed that the Parish Council holds this meeting separately from the usual monthly Parish Council meeting this year. There was discussion over publicising the meeting with handouts and on the notice boards. The suggestion was made of looking at an alternative venue. It was agreed that the Clerk and the Chair would look to draft an information sheet to be put into the notice boards and on the website with the purpose and objectives of the Annual Parish Meeting . It was also agreed that Councillor Willett would look at The Glebe School as a venue and that a speaker would not be invited this year.

A provisional date for the meeting was set for 23rd April.

17/09 PACT

Three Councillors from Brizlincote Parish Council had attended the last meeting at the beginning of February. PC Whatley had outlined the arrangements for meeting sfor the whole of Stapenhill including Brizlincote. The next meeting is to be held on 10th March at the Emmanuel Church on Hawthorn Crescent. Councillor Willett suggested that there was no advantage in a separate meeting for Brizlincote. Police are already committed to attending the Stapenhill Parish Council meetings periodically and the more time that members of the police are in meetings, the less time that they are available for other duties. Councillor Williams agreed that a separate PACT meeting for Brizlincote is not necessary. He pointed out to the meeting that in other areas of higher social housing provision, the coming together of the local council with local police and housing associations often has a marked impact. This is not relevant for the parish of Brizlincote with very little social housing and few antisocial or criminal issues in comparison with areas such as Winshill and Stapenhill. He agreed that Brizlincote representatives should continue to attend the Stapenhill meeting rather than pushing for a Brizlincote meeting.

The next residents meeting will be held on 4th March at the Stapenhill Police Station in Hawthorn Crescent.

18/09 CLERK'S CONTRACT

Councillor Williams outlined the information regarding self employment that he had received from the SPCA. It was agreed that the administration of wages to the Clerk as an employee may be more complex and costly. The Clerk was asked to contact David Duckitt at ESBC to push for a response to her query on the matter. Mindful of the recommendation to have a contract in place within two months of appointment, it was decided to have a separate meeting of the Clerk with the Chair and the Vice Chair in order to finalise a suitable contract. This was set for Wednesday 25th February. It was also agreed that a discussion regarding expenses and a probationary period should also take place at this meeting.

19/09 SUBCOMMITTEES AND COUNCILLOR'S RESPONSIBILITIES

Councillor Willett outlined his aim to form subcommittees in order to delegate some of the responsibilities, but the low number of Councillors present made this impractical. He outlined the current process used to look at planning applications. Councillor

Williams suggested identifying six key areas before the next meeting and drafting outlines of the roles and duties in order to create a feeling of belonging and ownership. This would then give time to consider before for the allocation of roles at the AGM in May. Suggested areas were finance, planning and the website.

20/09 COUNTY AND BOROUGH COUNCILLORS REPORT

No Councillors present.

21/09 PLANNING

Planning applications

HO/28362/003/MA – Erection of a first floor side extension – 3 Longford Close

No objections

PA/08435/006/SM – Change of use of part of St Peters Garage from Car Sales and Vehicle repairs to Class A1 (Tanning Studio), installation of new shop front and air conditioning unit – St Peters Garage, 1a Stanton Road

Application has now been withdrawn

HO/27293/002/SM – Erection of a first floor side extension including the conversion of existing attached garage to form additional living accommodation

Objections on the grounds of vehicular access and visual amenities have been made

HO/32257/003/SM – Erection of a part first floor two storey side extension, 6 Ashbrook

No objections

HO/19832/003/SM – Erection of a single storey side extension and rear conservatory, 20 Clay Street East

No objections

Planning Decisions

HO/21810/004/SM –Raising of the eaves and ridge height and associated roof alterations – 17b Clay Street

Granted despite Brizlincote Parish Council's objection on the grounds of visual amenities - noted

TP/02731/020/SA – Removal of one Beech Tree (G3 of TPO 148) – Adjacent 97 Ashby Road

Refusal noted by the Council

22/09 CORRESPONDENCE

Date	From	Regarding
15 Jan	ESBC – Planning	Planning Applications Committee – 19 Jan 2.30pm
15 Jan	Derbyshire County Council	Derby & Derbyshire Minerals & Waste Development Framework
19 Jan	Community Council of Staffordshire	Best Kept Village Competition 2009
20 Jan	Record RSS Ltd	New Service – Playground Inspection and Maintenance
23 Jan	Citizens Advice Bureau	Surgery Timetable
26 Jan	Burton Playday Committee	Invitation to Play Conference and request to attend a Parish Council Meeting This was discussed. No councillor present was available to attend
26 Jan	Councillor Peters	Response re road signage email

26 Jan	Oliver McKeown	Copies of Work Instruction Sheets re Work Gangs
28 Jan	Mike Gale	Update on Laptop problems There was a short discussion on the laptop. It was agreed to look at this in more depth
29 Jan	SPCA	Invitation to Annual Liaison Meeting between County Council and Local Councils in East Staffs 23 rd Feb
3 Feb	SPCA	Warning re Football Futures and Sports Futures funding offer
4 Feb	Staffordshire and Stoke on Trent Archive Service	From Time 2 Time newsletter
5 Feb	Arien Signs	Marketing
6 Feb	Lichfield and District CVS	Staffordshire Third Sector Network E Bulletin
9 Feb	SCC	Community Paths Initiative – Bids for 2009/10 Councillor Williams identified three possible sites as Redwood Way, the bridge over the Brizlincote Brook and the track from Tower Wood to the Cemetery. He took the paperwork to look into the process of application
10 Feb	ESBC – Planning	Planning Applications Committee – 16 Feb 2.00pm
10 Feb	ESBC	Agenda for Meeting of The Standards Committee 18 th Feb 6.30pm
14 Feb	South Derbyshire District Council	South Derbyshire LDF Core Strategy Councillor Willett took the paperwork for review
	Janet Dean MP	Surgery dates and Anti-social Behaviour booklet Councillor Williams to display surgery dates in the notice boards
	Staffordshire Strategic Partnership	The Staffordshire Local Compact draft VI Councillor Willett has reviewed and completed documentation

23/09 ACCOUNTS FOR PAYMENT AND OTHER FINANCE

Completion of Annual Audit and outcomes from Audit Commission were discussed. Photocopies of the documentation will be given to Councillor Williams for display on the notice board as required.

The Clerk proposed that she contacted the previous internal auditor as she deals with him for another parish and it was agreed that she should request a quotation for Brizlincote.

There was discussion over cheque signatories and it was agreed that Councillor Williams should be added to the mandate and Councillor Johnson, Councillor Peters and the previous Clerk should be removed.

Accounts for payment

Supplier	Goods or Services	Gross	VAT	Net
M & W Gale	Facilitating web site uploads and laptop updates	40.00	0.00	40.00
ESBC	Extra hours worked by Clerk (Liz Daykin)	106.30	0.00	106.30
ESBC	Clerks wages for January (Liz Daykin)	324.67	0.00	324.67

Zurich Municipal	Amended Policy as requested by Audit Commission	341.25	0.00	341.25
------------------	---	--------	------	--------

Signed and approved

24/09 CLERK & MEMBER'S REPORT -

The Clerk thanked everyone for their support in the first month of her new role. There was discussion regarding the laptop issues and the website. The website is not seen to be functioning in its aim of being a facility for the community. Bulletin boards and blogs (with appropriate filtering) were suggested as possible additions. It was also suggested that more than one person should have control of the content. It was agreed that this must be looked into in more depth.

Councillor Willett gave a report of the Parish Council's Forum meeting. A presentation from the Fire Service had been interesting and information was given to the meeting on the Home Fire Risk Assessments available. Dog fouling issues had also been discussed. The progress of the Heart of Burton Partnership in caring for the whole area was also discussed. Three neighbourhood managers for the urban, semi-rural and rural areas have now been appointed. Councillor Willett also enquired at the meeting regarding the self employment query for the Clerk. He was advised to contact David Duckitt of ESBC on the matter.

25/09 AOB

Councillor Warrilow confirmed that the requested dog waste bin has not yet arrived.

Councillor Willett made the meeting aware of correspondence regarding potential changes at Burton Market.

26/09 DATE OF NEXT MEETING -

Thursday 5th March 2009