**ALSTONEFIELD PARISH COUNCIL**

A meeting of Alstonefield Parish Council was held on Wednesday 10th November 2021 at 7.00 pm in Alstonefield Village Hall.

**Present:** Chairman, Mr R Butler, Vice Chairman, Mr G Campbell and councillors: Mr N Bonsall,

Mr A Hayes, Mr R Hignett, Mrs R McIntyre, Mrs C Osborne, the clerk, Mrs S Hampson. District Councillor, Mr E Wain was not in attendance. There were three members of the public in attendance.

**21.11.1 Apologies:** There were no apologies from members.

**21.11.2 Minutes of the previous meeting**

The minutes of the previous meeting had been published and forwarded to members of the parish council in advance of the meeting.

**Resolved:** To accept the minutes as a true record of proceedings. These were ratified by the Chairman,

Mr Butler.

**21.11.3 The Chairman and Vice Chairman**

In advance of the meeting, the Chairman, Mr Butler had advised the clerk and members of the parish council of his intention to resign as Chairman at the November meeting.

**Resolved:** Mr Butler to resign as Chairman.

**Resolved:** Mr Campbell to become Chairman (Prop AH, Sec NB)

**Resolved:** Mrs McIntyre to become Vice Chairman (Prop AH, Sec NB)

Mr Bonsall suggested to Mr Butler that he not resign is position and remain as a councillor.

**Resolved:** Mr Butler did not tender his written resignation as a councillor during the meeting to give due consideration to remaining in post as a councillor.

**21.11.4 Declarations of personal and prejudicial interest of councillors related to published agenda**

There was no need, by any member present, to declare an interest in any matter detailed on the agenda.

**21.11.5 Public speaking (10 minutes)**

There were three members of the public in attendance none of whom wished to speak during the public speaking session.

**21.11.6 Items from District Councillor**

The District Councillor was not in attendance. The clerk reported that she had submitted a grant application to the district councillor for a grant towards defibrillator expenditure in the sum of £300.

**21.11.7 Car parks, playing field car park and parking, update from Staffordshire County Council**

Mr Campbell had received information from Staffordshire County Council (SCC) regarding the car park at the playing field site. Mr Campbell presented members with copies of historical planning permissions and correspondence provided by Ms Osborne. In 2001 the car park had been set up as a private car park specific to the playing field, not as a public car park. At this time, another process called a ‘Certificate of Lawfulness’ was not completed. Mr Campbell reported that SCC had advised him that permission can be granted to administer the car park ‘as in the past’. Members discussed the use of gates; evidence of the gate posts supporting the gates that were previously in place, still remain. The clerk had received a few enquiries regarding the closure of the car park from residents and the Staffordshire Ramblers Association

**Resolved:** Alstonefield Parish Council will now grant permission for the car park to be used as a public car park during the day but will not grant permission for overnight parking.

**Resolved:** Mr Campbell to research correct wording to incorporate into an advisory sign to be erected at the location of the car park to enable the clerk to order a sign.

**Resolved:** On receipt of correct wording from Mr Campbell, the clerk to obtain quotes from two reputable sign companies.

**Resolved:** Mr Bonsall and/or Mr Hayes to source new gates and posts from a local builders merchants.

**21.11.18 Planning matters and decisions**

The clerk had forwarded details of planning applications to members in advance of the meeting and had secured an extension of one of these until after the meeting due to a deadline.

NP/SM/1021/062 The Cottage, Church Street

Listed building consent for internal alterations.

**Resolved:** to support this application.

NP/SM/0921/1016 The Cottage, Church Street

Listed building consent – replacement windows, doors and roof light

Members consider the proposal included an enormous improvement with the double galzed wooden windows.

**Resolved:** to support this application.

NP/SM/1021/1061 Alstonefield Hall, Church Street

Listed building consent, repair, reinstatement and restrain to east gable not the Hall, isolated use of structural members in form of reinforcement/battens/straps ad bracketry. Works partially commenced in June 2020 with replacement oak lintels above first floor window following full collapse.

Members considered the works essential.

**Resolved:** to support this application.

A decision had been granted for NP/SM/0221/0214 Barn conversion to office adjacent to main property at Top of Hope Farm.

**21.11.9 Banking (authorised signatories)**

Members discussed the present authorised signatories which presently include Mr Bonsall, Mr Butler and Mr Campbell. The process to incorporate additional signatories may have to be investigated.

**21.11.10 Financial matters (items of expenditure and income)**

Cq 1431 Mr I J Redfern Lengthsman duties £283.25

Cq 1432 Mr N Bonsall Gravel for playing field car park £210.00 (£35 VAT)

Cq 1433 Mr R Butler Namesco Ltd (Website) £15.59 (£2.60 VAT)

Cq 1434 Mrs S Hampson Clerk’s salary £246.23

Cq 1435 Mrs S Hampson Stationery & postage £5.05

Cq 1436 Mr P Frost Lengthsman & expenses £1138.13

Mr Hayes had kindly collected monies from the car parks, £29.24 and £12.13. The new chairman, Mr Campbell expressed interest in attending a Chairman’s training course.

**Resolved:** An appropriate course and costs to be investigated un the near future.

**21.11.11 Initial consideration of items for forthcoming precept**.

Ms Osborne reported that the War Memorial will require repairs/restoration. Some works were undertaken in 2017 but were not fully completed. The monument is not listed.

**Resolved:** To consider War Memorial repair costs in the forthcoming precept requirements, once more information has been provided.

**21.11.12 Benches and seating policy**

Members are not in favour of artificial wooden seats. It was estimated that wooden seats may cost between £500 to £800.

**Resolved:** to investigate suitable suppliers of seats/benches for consideration at a future meeting after February and possible placement on the playing field.

**21.11.13 Items reported by lengths men**

There were no items of damage/maintenance to consider. Mr Bonsall had not had the opportunity to visit one of the lengths men. Mr Hayes reported that the other lengths man had taken receipt of the new strimmer to undertake his duties.

**21.11.14 Items for the village newsletter.**

There were no new items to report. Ms Osborne suggested that the newsletter could be used to advertise casual vacancies on the parish council.

**Resolved:** The clerk to place a generic article in the next edition of the village newsletter.

**21.11.15 Playing field enquiries, car boot sales 2022**

The dates for the car boot sales on the playing field had been received and will be, as usual, on the last Sunday of each month from April to September. The clerk asked that the cricket fixtures be forthcoming.

**21.11.16 Highway issues, pot holes, street lighting issues, grit bins**

Members confirmed that Staffordshire County Council has total responsibility for restocking all of the grit bins within the parish and not the parish council. Members reported that some areas, including the green to the church, were not resurfaced. This was not the only area.

**Resolved:** The clerk to contact SCC to ascertain when the other areas would be completed.

**21.11.17 Calendar of forthcoming meetings**

The clerk asked the members if they wished to continue meeting every 6 weeks or to meet every month, on a regular date, with the exception of 2 months each year. The clerk provided meeting dates to members.

**Resolved:** to continue to meet every 6 weeks. The clerk to publish the meeting dates with the village hall secretary and on the village website.

**21.11.18 Correspondence**

Details had been forwarded to members in advance of the meeting and included: SPCA Bulletins, SPCA Course dates, PDNPA Parishes day notes, Staffordshire Moorlands parish assembly, 20’s plenty speed campaign, Parish On Line newsletter, November issue of Village and Community magazine, SDMC Planning applications committee 11.11.21, Staffordshire training courses.

The First Responders had advised the clerk that the battery in the Alstonefield Village hall was in need of replacement although the date of the battery was 2019. The clerk had obtained quotes from two reputable sources, Defib World and The Defib Store. Subsequent to obtaining the quotes, the First Responders had advised that the manufacturer of the battery should be contacted, as the battery life should not be expiring until approximately 4 years from 2019.

**Resolved:** The clerk to contact the defibrillator battery company regarding the battery’s failure in the hope of a replacement; if a poor response is received, to proceed with purchasing a new battery from the company providing the cheapest quote, The Defib Store**.**

**21.11.19 Any other business**

The clerk had prepared a co-option notice for a casual vacancy; however, as Mr Butler had only resigned as chairman during the meeting, the notice was not placed on the noticeboard.

**21.11.20 Date of next meeting**

**Resolved:** to hold the next meeting on Wednesday, 15th December 2021.

The meeting was declared closed at 8.10 pm

Mrs S Hampson, Clerk

Alstonefield Parish Council

14th November 2021

©These minutes remain draft until formal approval at the next parish council meeting.

Copies of the minutes can be viewed on request but by appointment; copies can be made upon request and upon payment of a charge.