

Stretton Parish Council

Minutes of the Annual Parish Council Meeting held on Friday 14 July 2023 at 8.00am, at Stretton Village Hall.

In attendance: Councillors: M Clarke, R Horton (Chair), J Maxwell and J Thompson

Also in Attendance: Kath Gruber (Clerk/RFO)

FC/0723/01 Apologies for absence

None

FC/0723/02 Applications for co-option

The Council **Resolved:** to co-opt Jenny Thompson and to contact those who had expressed an interest.

FC/0723/02 Election of Chair of Parish Council

Councillor Horton was proposed as Chair of the Council. **Resolved:** That Councillor Horton be elected Chair of the Parish Council for 2023/2024. As Chair she signed the Declaration of Acceptance of Office.

FC/0723/04 Election of Vice Chair of Parish Council

Councillor Thompson was proposed as Vice Chair of the Council. **Resolved:** That Councillor Thompson be elected Vice Chair of the Parish Council for 2023/2024. As Vice Chair she signed the Declaration of Acceptance of Office.

FC/0723/05 Variation to Order of Business

None

FC/0723/06 Declaration of Members Interests

None

FC/0723/07 Public Speaking

None

FC/0723/08 Exclusion of the Public

None

FC/0723/09 Minutes of the Parish Council Meeting

The Council **Resolved:** that the minutes of the Parish Council meeting held on 3 May 2023 were a correct record under the provisions for approval.

FC/0723/10 Village Matters

1. Speed Indicator Devices (SID) – the Council noted that the funding application had been submitted and was pending decision.
2. Average speed camera – the Council reviewed the report and **Resolved:**
 - To contact safer neighbourhood team for details on road safety incidents along Main Street in Stretton
 - To write to Stretton local residents (including Highstairs Lane to White Bear) with a survey to obtain their views and gather relevant information.
 - To contact PCSO to obtain their views.
3. Bench Repairs – the Council **Resolved:** that Councillor Maxwell review the list and identify a) benches needing removal as unsafe b) clarify work required 3) seek private contractor to undertake any work Councillor Maxwell cannot do.
4. Defibrillators – no free training available, Councillors discussed need and **Resolved:** to review the online training and discuss further at future meeting.
5. Cemetery:
 - the Council noted that decorating was done, work on windows in kitchen and bedroom pending contractor availability, spare key cut (one held by Clerk other by Councillor Clarke)
 - 2 memorials installed since last meeting and 1 application for reserved cremation plot received.
 - Energy Performance Standards – the Council discussed the requirements and **Resolved:**
 - a) Councillor Clarke to find insulation plans for the cemetery lodge.

- b) Obtain energy performance certificate (EPC) from government approved supplier.
- c) Re-issue rental rights notice to tenant when EPC certificate obtained.
 - The Council **Resolved:** to request the grounds maintenance contractor to collect the grass after mowing as it isn't sinking in.

FC/0723/11 Planning

The Council considered planning application 23/00502/DISCON and **Resolved:** to make no objections. Application 23/00346/FL is not within Stretton Parish.

FC/0723/12 Woolley Moor Pavilion

- a) Request for use of land – the Council **Resolved:** to grant request to hold Wooley Moor show on 12 August.
- b) Grant requests – the Council considered requests and **Resolved:** to award £250 towards the show, £150 towards OAP event and £100 for scarecrow competition prizes using Local Government Act (1972) s.145 powers.
- c) Scarecrow competition – **Resolved:** that Councillors Clarke and Thompson represent the Council on the judging panel.
- d) Damaged directional signs – the Council considered a request to repair damaged sign and replace missing sign and **Resolved:** to repair damaged sign and request Woolley Moor Committee replace missing sign.
- e) Septic Tank – Councillor Clarke advised the Council that this is a cesspit not a tank and water entering from the pavilion drainpipe is making it full and it isn't draining. It was **Resolved:** to reiterate to the Woolley Moor Committee that the toilets and water at the pavilion must not be used.
- f) Pavilion – the Council discussed issues with this asset and **Resolved:** to review the outgoings for the pavilion and further discuss how it should be managed going forward.
- g) Water Supply – Councillor Clarke advised he is hoping to turn off the stop tap with support from a contractor repairing kitchen window.
- h) Grass Cut – **Resolved:** to request contractor to do extra mow before the show on 12 August 2023

FC/0723/13 Finance

- a) The Council considered the annual governance statement on the 2022/2023 annual return, concluding that all matters had been met and **Resolved:** the Clerk and the Chair to sign the form.
- b) Accounts for payments – the Council reviewed and approved the payments as at schedule 1.
- c) Income – the Council noted the income received as at schedule 2.
- d) Bank Reconciliation – the Council reviewed the reconciliations for April, May and June 2023 which were signed by the Chair.
- e) e) The Council reviewed the accounting statement on the 2022/2023 annual return and **Resolved:** to indicate on the form that all statements had been met and Clerk and Chair to sign.
- f) The Council noted the dates of the exercise of public rights and noted this was available on the Council's website.
- g) Electricity plan – the Council noted that a 3 year plan was now in place with British Gas and that these costs be considered as part of FC/0723/12 (f)

FC/0723/14 Council Subscriptions

The Council reviewed the subscriptions and **Resolved:** to keep Scribe, Adobe, Dalc (without training option) and Microsoft and cancel ICCM.

FC/0723/15 Assets Inventory

The Council reviewed the inventory, noting that some items were out of date, it was **Resolved:** to review and update the inventory.

FC/0723/16 Correspondence

Contents of May and June Dalc circulars, general and resident correspondence noted.

FC/0723/17 Policies

The Council reviewed and **Resolved:** to adopt the following:

- a) Standing Orders
- b) Code of Conduct
- c) Privacy Policy
- d) Equality & Diversity Policy

- e) Freedom of Information/Publication Scheme
- f) Complaints Policy

FC/0723/18 Report of the Clerk

The Council reviewed the action plan, noting progress on Council resolutions.

Queries were raised on:

- 1) Planters being single rather than double – Clerk to check agreement with Plantscape.
- 2) The level of financial detail required for the defibrillator funding - Village Hall Committee to consider at the next meeting.

FC/0723/19 Next Council meeting

Resolved: that the next meeting of the Council to be held at 7pm on Monday 11 September 2023 in the village hall.

The meeting closed at 10am

Schedule 1: Payments

Date	Description	Supplier	Net	VAT	Total
11/04/2023	Salaries	Kath Gruber	Confidential		Confidential
13/04/2023	Landlord	British Gas HomeCare	62.06		62.06
21/04/2023	Salaries	HMRC	91.40		91.40
28/04/2023	Administration	Dalc	256.55		256.55
04/05/2023	Environment	NEDDC	165.62		165.62
04/05/2023	Environment	cLARKE'S cEMETERY & cHURCHYARD sl	750.00		750.00
04/05/2023	Environment	NEDDC	149.76	29.95	179.71
04/05/2023	Landlord	Entire Alarm Systems	70.00		70.00
10/05/2023	Utilities	British Gas	38.65	1.93	40.58
11/05/2023	Salaries	Kath Gruber	Confidential		Confidential
15/05/2023	Landlord	British Gas HomeCare	61.99		61.99
18/05/2023	Cemetery	George Whitmore	190.00		190.00
26/05/2023	Landlord	Pollards	38.50	7.70	46.20
26/05/2023	Administration	Spire Graphics	35.00		35.00
31/05/2023	Administration	JS Marriott	135.00		135.00
02/06/2023	Salaries	Kath Gruber	6.80		6.80
02/06/2023	Administration	Royal Mail	1.50		1.50
02/06/2023	Administration	Adobe	9.98		9.98
02/06/2023	Contractor	cLARKE'S cEMETERY & cHURCHYARD sl	750.00		750.00
02/06/2023	Administration	aMAZON	10.99		10.99
02/06/2023	Administration	Zurich Insurance	745.27		745.27
09/06/2023	Salaries	Kath Gruber	Confidential		Confidential
13/06/2023	Landlord	British Gas HomeCare	61.99		61.99
29/06/2023	Landlord	DH & VA Greene Decor	460.00		460.00
30/06/2023	Administration	Unity Trust Bank	18.00		18.00
		Total	5,296.26	39.58	5,335.84

Schedule 2: Income

Code	Date	Supplier	Net	VAT	Total
Precept	14/04/2023	NEDDC	10,093.00		10,093.00
Cemetery Fees - Mer	17/04/2023	Beresford	20.00		20.00
Cemetery Fees - Inte	24/04/2023	A Wass	400.00		400.00
Rental Income	28/04/2023	Tenant	Confidential		Confidential
Rental Income	30/05/2023	Tenant	Confidential		Confidential
Cemetery Fees - Mer	05/06/2023	C&I Statham	80.00		80.00
Cemetery Fees - Mer	05/06/2023	Hoults	80.00		80.00
Cemetery Fees - Mer	07/06/2023	Hoults	20.00		20.00
Vat Refund	09/06/2023	HMRC		1,558.67	1,558.67
Rental Income	28/06/2023	Tenant	Confidential		Confidential
Bank Interest	30/06/2023	Unity Trust Ba	0.33		0.33
			12,478.33	1,558.67	14,037.00