

**MINUTES OF ELFORD PARISH COUNCIL MEETING HELD
9 NOVEMBER 2009**

PRESENT Cllr Billingham (Chair), Mrs Embry, Gilbert, Greenwell and Smith

IN ATTENDANCE Mrs Ruth Redgate (Clerk) and PC R Allsopp

OPEN FORUM

Cllr Vacancy
Minutes
Hall Garden Bonfire
Playground

1 APOLOGIES

Apologies were received and accepted from Cllr Robotham and noted from District Cllr Bennion.

2 DECLARATIONS OF INTEREST

None at this stage.

3 TO APPROVE AND ACCEPT THE MINUTES OF THE PREVIOUS MEETING

It was **RESOLVED** and all agreed that the minutes of the meeting held on 19 October 2009 were a true and accurate record of the meeting.

4 TO NOTE THE RESIGNATION BY ALAN TOOTH

This was duly noted. The vacancy has been notified to LDC and the closing date for people to request at election is 20 November 2009. Depending on what happens an election will either be called not later than 28 January 2010 or the council can proceed with its Co-option process.

5 TO CONSIDER NOMINATIONS AND APPOINT A VICE CHAIR

Cllr Robotham was nominated and there being no other candidates was duly elected.

6 CLERK'S REPORT

Calor Village of the Year – confirmation received that the prize is £100.

Clerk has been elected to the SLCC NEC representing the Staffordshire SLCC Branch and to the SPCA Executive Committee representation East Staffordshire Parish Councils.

Branston have agreed to co funding training courses and associated costs and this will include the recent National Conference.

7 **PLANNING**

a To note any planning matters dealt with under delegated authority

None

b Planning Matters for Decision

None.

c Planning Matters for information

09/00930/FUL – two storey side extension with balcony to form family room and en suites – Glanford House **PERMITS**

8 **POLICE UPDATE**

PC Allsopp is now fully trained with the new speed guns and can train other Officers and members of the public. The training for public to run a speedwatch scheme is about two hours and need a minimum of two volunteers. Clerk to advertise for volunteers and collate the names.

Clerk

9 **HIGHWAYS UPDATE**

Highways have recently announced that they are looking at a speed limit of 20 mph outside all schools in the county.

10 **TO RECEIVE AN UPDATE ON THE COMMUNITY SHOP**

None.

11 **TO RECEIVE AN UPDATE ON FISHERWICK QUARRY**

Need to chase responses regarding the newsletter.

Clerk

12 **TO RECEIVE AN UPDATE ON THE CROWN**

Confirmation that a sale is going through as a pub, contracts have been exchanged and due to complete in a couple of weeks when one legal issue has been resolved. Understood that the new owners are looking to open before Christmas. No update on the structural works.

13 **TO RECEIVE, CONSIDER AND ADOPT THE BULLY AND HARASSMENT POLICY**

It was **RESOLVED** and all agreed to adopt the policy which would be known as Dignity at Work Policy.

14 **TO RECEIVE, CONSIDER AND ADOPT THE GRIEVANCE POLICY**

It was **RESOLVED** and all agreed to adopt the policy.

15 **TO RECEIVE, CONSIDER AND ADOPT THE DISCIPLINARY POLICY**

It was **RESOLVED** and all agreed to adopt the policy.

16 **TO NOTE THE BKV JUDGE'S COMMENTS**

These were duly noted. January agenda to consider setting up a working group.

Clerk

17 **TO CONSIDER A COMMUNICATION STRATEGY**

Clerk will be available on a Tuesday morning from 9.00 – 10.00 until the January meeting as a trial period (not during school holidays). Villagers to be reminded of all the contact details.

Open Forum – in future separate notes will be kept.

Draft minutes – these will be made available with 10 working days where practicable.

Newsletter – will be produced in the new year.

18 **FINANCE UPDATE**

a The Cheques for Payments Lists was approved.

Cheque	Gross	Details
SO		Ruth Redgate
59	£27.31	Ruth Redgate
60	£176.00	Elford Village Hall
61	£177.93	Viking Office Supplies
62	£228.88	M Dughan

b The financial comparison was **NOTED**.

19 **PARISH COUNCIL DIARY – ALL**

a Past Dates

- i SLCC National Conference – 23 – 25 October 2009, De Vere Staverton Park, Daventry – Clerk jointly funded with Anglesey
- ii SPCA – Power of Well Being Training – 27 October 2009 Stowe by Chartley - Clerk
- iii Lichfield Area Committee – 4 November 2009 – LDC - clerk
- iv Lichfield Parish Forum – 4 November 2009 - LDC
- v SPCA AGM – 7 November 2009, County Buildings, Stafford – Clerk,

b Future Dates

- i SPCA New Cllr Training – 24 November 2009 – Branston Village Hall
- ii SPCA Planning Framework – 28 November 2009 – Queen Street Community Centre
- iii SLCC Practitioners' Conference 26 – 27 February 2010 – Moat House, Stoke on Trent – Clerk jointly funded with Anglesey

20 ITEMS FOR FUTURE MEETINGS

Any items for budget consideration need to be with the Clerk ASAP

21 DATE AND TIME OF NEXT MEETING

Tuesday 8 December 2009

..... Signed by Chair/Vice Chair Dated