

**Minutes of a meeting of Lapley, Stretton and Wheaton Aston
Parish Council held in Wheaton Aston Village Hall on
Thursday 6th October 2011 at 7.30 pm.**

Present:	Mrs. B. Cox	Wheaton Aston (Vice-Chairman)
	Mr. P. Elson	Wheaton Aston
	Mr. T. Noblett	Wheaton Aston (Chairman)
	Mrs. J. Squire	Wheaton Aston
	Mr. B. Wells	Stretton
	Mr. T. Whittingham	Wheaton Aston
	Mrs. D. Wildman	Wheaton Aston
	Ms. S. Whittingham	Wheaton Aston
	Cllr. R. Wright	Lapley
	Mr. M. Fox	Lapley
	Mrs. S. Gould	Stretton

Parish Council Manager: Mrs. D. Bate

Also Present: Mr. McCann Banner Homes

Apologies: PCSO A. Price Staffordshire Police
PC A. Smith Staffordshire Police
Mrs. J. Wright Village Agent

213 Public Participation

8 members of the public attended.

The Chairman welcomed those present to the meeting.

The following comments were made:

Maintenance of land near canal

The hedge from Greenhill Lane to the canal has not been cut and trenches have not been drained. The Parish Council Manager was asked to look into who is responsible for the maintenance of the hedge & trench.

St. Mary's Church Clock

The church clock is 8 minutes slow and doesn't chime in line with the time. Mrs. Cox reported that the PCC know that there is a problem with the church clock and are dealing with it.

Bridge Farm Development

Some residents felt that the meeting was misleading. The plans showed semi-detached and detached properties but then bungalows and terraced houses were discussed. There is some confusion as to what the proposed development is.

The council report in the Grapevine states that the development was well received.

Concern was expressed that the entrance is opposite the driveway of a home. An island on Long Street to slow speeding down and allow better access to the development was suggested. Concern was raised that if terraced homes are built at the front with parking at the rear, people will park on the front.

Concern was raised about the density and traffic through the village.

Cllr. Wright stated that Highways will give opinion to South Staffordshire Council about highways issues and that if any resident has concerns about vehicular access to the proposed development, they should contact Highways and make their concerns known.

The Chairman assured those present that when it is consulted on a planning application, the Parish Council will look at it in detail before responding.

The Chairman imposed standing orders.

214 Apologies

The apologies were accepted.

215 Declarations of interest

There were no declarations of interest.

216 To approve and sign the minutes of the meeting of 1st September 2011 & 19th September 2011

The minutes were approved and the Chairman given permission to sign them after the meeting with the following amendment:

1st September 2011

Page 9. – BKV section

Lapley won overall Best Village and not just the Small Village.

217 To receive report from Parish Council Manager

The Parish Council Manager gave the following report:

Parish Council Manager's Report Thursday 6th October 2011

Outstanding Work

1. Draft & publish minutes
2. Pay invoices
3. Make BKV presentation arrangements
4. Christmas Lights Planning
5. Place B&W fingerpost maintenance order
6. Publicise HNS
7. Verify mailing addresses for HNS
8. Wheaton Aston Car Park
9. Prepare papers for November meeting
10. Prepare papers for working group meetings
11. Prepare draft 2012/13 budget
12. Organise spring bulb planting
13. Write to village hall asking for regular financial reports
14. ISP for wheatonastonparishcouncil.gov.uk
15. Complete correspondence from previous meetings
16. Organise H&S training for Village Orderly, Litter Pickers & Mr. Darrant
17. Marston Rd lighting & footpath
18. St. John's churchyard
19. Carry out virements
20. Parish Plan
21. Prepare a Freedom of Information Policy
22. Birchenshaw Lane
23. Destroy old files

- 24. Complete Queen Elizabeth Fields Application
- 25. Complete Big Society awards Application
- 26. Prepare draft calendar of meetings for 2012

Meetings

10 th October	Christmas Lights Public Meeting
11 th October	Christmas Lights Working Group
12 th October	PC Meeting
14 th to 16 th October	SLCC Conference
18 th October	PMWG
21 st October	V-Festival De-Brief (Parish Council Manager not attending)
24 th October	FP&FWG meeting
25 th October	SLCC Branch meeting
1 st November	Code of Conduct Training (Parish Council Manager not attending)
3 rd November	PC meeting
5 th November	SPCA AGM
11 th November	Parish Summit
26 th November	Christmas Lights
28 th November	Christmas Lights Debrief
8 th December	PC Meeting

Annual Leave

- w/c 5th December
- w/c 12th December
- w/c 19th December
- w/c 26th December

Parish Council Manager Hours

The Parish Council Manager’s normal working hours are Mon, Tues, Wed 9.30am to 2.45pm.

The report was approved.

218 To receive Police report and consider policing matters

PC Smith was unable to attend and there was no report.

219 To receive report from Staffordshire Youth Service

Chris Frid presented a report on the activities of Wheaton Aston Junior Youth Club.

There is no proposed increase in salaries for Junior Youth Club workers in 2012/3.

Mrs. Cox, the Parish Council’s Youth Champion visited the youth club recently and reported that the clubhouse is very well decorated and the young people were having a very good time. She felt that it was very dark walking from the youth club to the car park and asked if the lighting could be looked at. She also reported that lots of parents brought their children to and from the club which is encouraging.

The Parish Council Manager reported that several members of the junior youth club got involved in the intergenerational walkabout that she’d helped to organise.

220 To receive report from the County & District Councillors

County Councillor Roberts was unable to attend and there was no report. South Staffordshire Council District Councillor Wright reported that they were still making cuts to administration and moving departments around. He also reported that the police and other organisations will hopefully move in.

221 To consider planning matters

The Parish Council Manager reported the following decisions:

11/00434/COU	Whitegate farm	Approved
11/00494/FUL	4 Malthouse Lane	Approved

Cllr Wright reported that the extension to Meadowview, Lapley was refused and the garage at 22 Ivetsey Close was approved at a recent Regulatory meeting.

Banner Homes

Mr. McCann presented the latest plans for the Bridge Farm development:

- Location Plan
- Revised layout showing 13 dwellings:
 - 3 x 2-bedroom bungalows (shared equity)
 - 2 x b-bedroom semi-detached houses
 - 8 x 4-bedroom detached housesAccess is still to the left of the farmhouse
- Sketched elevations of the proposed homes

Mr McCann reported that there is a great mixture of design and they have modelled the designs on the existing homes in the conservation area.

- Relocation site

The relocation site for the farm included a range of farm buildings and two agricultural workers' homes (1 x 3-bedroom house & 1 x 4-bedroom house)

There will be a report justifying the need to move to a larger site and the need for 2 homes. The Bridge Farm development cannot take place until the relocation of the farm is approved.

Mr. McCann stated that he had noted the comments that were made in public participation. He reported that a crossroads and island is not possible due to the location of a gas station and that the other option of an entrance next to the pub was discounted because of safety. However, he will take the comments and look at it again.

He also assured those present that he will make sure that the new plans are put on the website.

Highways have not been consulted yet but they will be as part of the planning application process.

Mr. McCann reported that the terraced houses have disappeared because they didn't fit in very well with the rest of the development.

Land off Primrose Close

The Parish Council Manager reported that Richborough Estates have asked for an opportunity to discuss their idea for developing land off Primrose Close and accessing the land through Primrose Bank Play Area. In the interests of transparency and to reassure residents that no discussions are taking place in private, the Parish Council Manager had invited the representatives from Richborough Estates to attend the Parish Council meeting on 3rd November. The meeting will take place in the big hall as it is anticipated that a large number of residents will attend.

Planning Training

Mr. Elson reported on the planning training that he, Mrs. Squire and Mr. Wells had attended. They received a presentation from the Director of Planning & Strategic Services, which outlined the Strategic View, the Development Plan and the Local Development Framework. They also received an introduction to planning from the Development Management Manager. All three then took part in a Permitted Development Workshop and a Question and Answer session.

Cllr. Wright informed councillors that it is the first of about 8 sessions that will be offered by South Staffordshire Council.

222 To consider the Housing Needs Survey 2011

The Parish Council Manager distributed the draft HNS, poster and project timeline and offered to send out the draft covering letter by email before Monday.

It was noted that a meeting of the Parish Council would take place on 12th October at St. Mary's First School.

223 To consider the Community-Led Plan

The Parish Council Manager reported that she and the Village Agent had met with the Chairman of Let's Plan Penkridge. He had kindly shared their experiences with them.

It was resolved to set up an independent group similar to WAPSWG with its own constitution, bank account and committee.

It was suggested that members of WAPSWG should be approached to see if they might be willing to transfer their enthusiasm and commitment to a new group.

The Chairman agreed that he and the Parish Council Manager should organise an initial meeting between now and the next Parish Council meeting.

224 To consider financial matters

The financial statement was approved as follows:

Financial Budget Comparison

Comparison between 01/04/11 and 31/08/11 inclusive. Includes due and unpaid transactions. Excludes transactions with an invoice date prior to 01/04/11

INCOME		Revised	Actual Net	Balance
Parish Council				
10	Precept	£61,494.00	£30,747.00	-£30,747.00
20	Grants	£850.00	£850.00	£0.00
30	Interest Lloyds TSB 30 Day	£10.00	£0.26	-£9.74
31	Interest Nationwide Treasurers	£250.00	£0.00	-£250.00
40	Miscellaneous	£0.00	£93.99	£93.99
50	Flicks in the Sticks	£0.00	£0.00	£0.00
60	Summer Play Scheme	£250.00	£0.00	-£250.00
70	Playing Pitch Hire	£0.00	£0.00	£0.00
80	Compensation	£0.00	£0.00	£0.00
90	Prizes and Awards	£0.00	£0.00	£0.00
Total Parish Council		£62,854.00	£31,691.25	-£31,162.75
Total Income		£62,854.00	£31,691.25	-£31,162.75
EXPENDITURE		Revised	Actual Net	Balance
Parish Council				
100	General Administration	£11,947.72	£6,737.90	£5,209.82
110	Salaries	£21,150.00	£6,988.82	£14,161.18
120	Repairs & Grounds Maintenance	£20,550.00	£14,443.03	£6,106.97
130	Villages' Improvements	£130.00	£58.95	£71.05
140	Play Areas	£750.00	£483.69	£266.31

150	Summer Play Scheme	£1,200.00	£0.00	£1,200.00
160	Christmas Celebrations	£8,000.00	£6,499.42	£1,500.58
170	Youth Facilities	£2,845.00	£0.00	£2,845.00
180	Donations	£1,800.00	£1,400.00	£400.00
190	Petty Cash	£0.00	£0.00	£0.00
200	Capital Expenditure	£0.00	£0.00	£0.00
Total Parish Council		£68,372.72	£36,611.81	£31,760.91
Total Expenditure		£68,372.72	£36,611.81	£31,760.91
Total Income		£62,854.00	£31,691.25	-£31,162.75
Total Expenditure		£68,372.72	£36,611.81	£31,760.91
Total Net Balance		-£5,518.72	-£4,920.56	

Bank Accounts - Details and Current Balances Start of year 01/04/11

Account Name	Reconciled Date	Reconciled Balance £	Current Balance £
Lloyds TSB Business 30 Day Notice	09/08/11	2,554.52	2,554.52
Lloyds TSB Treasurer's Account	17/08/11	8,153.44	29,230.30
Nationwide Building Society			25,850.05
Petty Cash	31/08/11	250.00	250.00
TOTAL			£57,884.87

The following payments were approved:

Tn no	Cheque	Gross	Heading	Invoice	Details	Cheque	Total
					Date		
1060		£2,598.60			31/08/11	Bloomin' Gardens & Landscapes Ltd - August Grounds Maintenance	
1121		£86.40	140/1		09/09/11	Play Safety UK Ltd - Annual RoSPA Inspection Primrose Bank Play Area	
1122		£39.83	140/4		22/08/11	South Staffordshire District Council - Grounds Maintenance Broadholes Lane Q1 2011/12	
1123		£193.72	100/1		06/09/11	Staples U K Limited - Stationery & V. Orderly Supplies	
1124		£462.60	140/3		20/07/11	Bloomin' Gardens & Landscapes Ltd - Carry out repairs to damaged fence at Marston Rd play area. Supply and attach straining wire.	
1125		£90.00	100/3		16/09/11	Staffordshire Parish Councils' Association - Welcome New Councillor Training	
1126		£153.24	100/1		21/08/11	British Telecom - Quarterly Phone Bill	
1127	PC	£3.02	100/1		16/09/11	Spar - Milk & biscuits for meeting	£3.96
1128	PC	£0.89	100/1		24/08/11	The Micounties Co-Operative - Milk for meeting	£1.67
1129	PC	£0.78	100/1		08/08/11	The Micounties Co-Operative - Milk for meeting	£1.67
1130	PC	£4.76	100/1		02/06/11	Co-Operative Group Limited - Milk & air freshener for office	£4.76
1131	PC	£8.00	100/1		25/07/11	Just Keys Ltd - Keys cut	£8.00
1132	PC	£0.94	100/1		12/09/11	Spar - Milk or meeting	£3.96

1133	PC	£35.00	100/1	08/07/11	The Flower Shop -	<u>£35.00</u>
1134		£108.84	120/1/4	06/09/11	JRB Enterprises Ltd - Dog gloves x 1600 & Standard dog vests x 2000	<u>£59.02</u>
1135		£4.99	100/3	12/09/11	South Staffordshire District Council - Fire Safety Training	
1136		£107.96	100/1	15/09/11	British Telecom - Internet Services 1 Sep 11 - 30 Nov 11	
1137		£26.10	120/1/4	20/09/11	Mr. Malcolm Bissell - Mileage July & August	
1138		£438.00	100/3	13/09/11	Society Of Local Council Clerks - National Conference 2011	
1139		£502.00	150/1	19/09/11	South Staffordshire District Council - Summer SUSSED sessions 2011	
1140/2/3/4		£1194.18	110/2/1	30/09/11	September 2011 Salaries	
1141/5		£258.44	110/1/2	30/09/11	September 2011 PAYE	
1146		£266.31	110/1/3	30/09/11	September 2011 Pension	
1147		£92.70	100/1	28/09/11	Mrs Debra Bate - Expenses 13th July to 28th Sept 2011	
1148		£121.37	100/1	23/09/11	The Cartridge Shop - 2 x laser cartridges for Samsung ML-2580N	

Forward Planning & Finance Working Group Meeting Report
3rd October 2011
7.30pm – Parish Council Office

Attendance:

Cllr. R. Wright
Mr. M. Fox
Mrs. B. J. Cox
Mr. P. Elson
Mrs. J. Squire
Mrs. D. Wildman

Apologies:

Mr. T. Noblett
Mr. T. Whittingham

1. To appoint a Disciplinary & Grievance Panel

Mr. P. Elson, Mrs. J. Squire, Mr. M. Fox

2. To appoint a Staff Appeals Panel

Cllr. R. Wright, Mrs. Wildman, Mr. T. Whittingham

3. To consider the 2010/11 Auditor's Report & Audit Commission's Report

The Internal Auditor has concluded that the Parish Council's system of internal controls is satisfactory and operating as expected. The Audit Commission (The External Auditor) has also passed the accounts and states that it has no issues to raise for the council to consider.

The Auditor commended the Parish Council for its use of the virement procedure. She stated that "In reviewing the Council's minutes and Budgetary Control procedures, I have noted that the on-going position of actual spend against that budgeted is closely monitored and where appropriate action has been taken to transfer between budgets (i.e. virement). This has resulted in the year end outturn being a commendable 3% below the revised budget."

Issues which the FP&FWG have looked at are:

In the 2010/11 accounts several minor adjustments had to be made to reconciliations and cashbook in order to close the accounts but these problems should not happen now that the Parish Council Manager is using the Edge software. The new software highlights variances immediately and reconciliations cannot be completed until they balance to the penny.

The FP&FWG recommend that the council continues to have the precept paid into the Lloyds TSB Treasurer's Account rather than the 30 day account as recommended by the auditor. Although money is more secure in the 30 day account, the FP&FWG feel that the system of having invoices & cheques verified before signing, at signing and against bank statements and the cheques being signed by 3 unrelated people is substantial. The FP&FWG also feel that it is not worth the time and mileage for the Parish Council Manager to travel to the bank to make transfers when the interest rate is so poor.

The Parish Council Manager has a work manual detailing how to carry out vital tasks and she will continue to update this.

VAT not claimed for some petty cash items. HMR&C have confirmed that VAT cannot be claimed back from till receipts and so the Parish Council Manager was right not to have claimed back VAT on some petty cash purchases.

The FP&FWG reviewed the financial security of the Parish Council and recommends that the measures in place are very good and should be continued. The Financial Regulations will be amended to show the new practices in the near future.

4. To consider Staffordshire County Council Legal Services

As the council currently received free legal advice from Mr. Tedstone the FP&FWG recommends that the Parish Council decline the services of Staffordshire County Council.

5. To consider the Parish Council Manager's hours of work.

Due to increased work on BKV, Christmas lights, grounds maintenance and, very recently, additional play equipment, parish plan and housing needs, the Parish Council Manager is working a significant number of additional hours. To continue with the current workload, the Parish Council Manager estimates that ideally she needs 26 hours a week.

It was agreed that the FP&FWG would consider whether to increase the Parish Council Manager's hours at the next meeting when it sets the draft budget for 2012/13.

6. It is recommended that the Parish Council Manager applies for student membership of the Institute of Local Council Management (ILCM) at a cost of £50 + £15 administration fee.

7. It is recommended to amend the 2011/12 budget to more accurately reflect the Summer Play Scheme costs as follows:

- Reduce Summer Play Scheme Income from £250.00 to £0.00
- Reduce Summer Play Scheme Expenditure from £1200 to £950.00 to reflect the income adjustment.
- Vire £150 from Summer Play Scheme Expenditure to Administration.

8. To consider guidance to the Parish Council Manager when preparing 2012/13 budget suggestions.

The FP&FWG recommends that the Parish Council Manager drafts budgets based on 1% and 3% increases and in addition, adds a budget line for the Diamond Jubilee.

9. Responsibilities as Custodian Trustees of:

- a) Wheaton Aston Village Hall
- b) Wheaton Aston & District Cricket and Sports Club

The FP&FWG discussed the Village hall's booking system, health & safety, charges, improvement work and Secretary vacancy. The implications of the Parish Council taking over the management of the building was also discussed. The matter will remain on the FP&FWG agenda and will be monitored regularly.

The Parish Council Manager has located a document indicating that the Parish Council may in fact be the custodian trustee of the sports and social club. The Parish Council Manager has passed the document to Mr. Tedstone who has agreed to examine it.

10. The Parish Council Manager was asked to obtain quotes for different IT solutions for the Parish Council, to be considered at the next FP&FWG meeting.

11. AOB

It was decided to vote for Christine Edwards to the Staffordshire Pension Fund Employer Forum. Christine is an independent member on the Police Authority, a former JP and has HR experience.

The Parish Council Manager has completed a Fire Safety assessment and discussed issues raised with St. Mary's First School and Vice-Chairman.

12. Date of next meeting & items for agenda

- Monday 24th October 2011
7.30pm – Parish Council Office
- 2012/13 Budget

The report and recommendations were approved.

225 To consider a report from the Village Agent

The Village Agent was unable to attend and there was no report.

226 To consider Staffordshire County Council highways matters

The Parish Council Manager reported that no report had been received yet from the Neighbourhood Highway Team.

It was commented that some patching has been done on the Stretton Rd in a reasonable manner.

227 To consider matters of Parish Maintenance including:

a) Primrose Bank Play Area

The Parish Council Manager reported that the Village Orderly had replaced the worn posts at the play area.

b) Marston Road Field

The Parish Council Manager reported that she was still waiting for CPL to make an appointment for a return visit to replace the cracked seats on the pendulum seesaw.

The Parish Council Manager reported that Bloomin' Gardens accepted that the fence work was not up to their usual standard and that they would install posts at either end of the fence to tidy the work up. The Parish Council Manager also reported that since Bloomin' Gardens had fixed

wire to the fence it had not been vandalised. The Parish Council Manager reminded councillors that Bloomin' Gardens had repaired the fence and replaced stolen lengths of wood free of charge on three occasions.

c) RoSPA

The Parish Council Manager presented the RoSPA report for Primrose Bank Play Area but explained that the inspectors had failed to inspect Marston Rd field. The Parish Council Manager hopes to have this report at the next meeting.

d) BKV

It was resolved that the presentation will take place on 18th October 2011 and that the same invite list should be used as last year. It was further resolved that the £200 prize money would be spent on the refreshments and more solar Christmas tree lights for Lapley.

The Parish Council Manager was asked to find out if the lights worked last year.

The next BKVWG meeting will take place in Feb 2012.

e) Village Car Park

The Parish Council Manager would get a quote for re-pointing and find out who owns the wall.

f) Maintenance Contractors & Health & Safety Responsibilities

The Parish Council Manager reported that she had queried the weed killing procedure used by the maintenance contractor and has been informed that the weed killer that they use is non-hazardous and that full protective clothing is not necessary if they are carrying out minor weed killing.

The Parish Council Manager reported that Bloomin' Gardens had explained that the wood chippings and soil had been left on the border of the car park to allow for sinkage as the ground settles following the removal of the trees. It was resolved to pay the invoice for the work and call Bloomin' Gardens to rectify the matter should the ground not have settled in 3 months time.

Mr. Wells and Mr. Whittingham asked for the Parish Council Manager to obtain the contractor's COSH folder, method statement, RAMS and history of what they have sprayed as they felt that the Parish Council would be responsible should any claim be made against injury caused by the contractors.

The Parish Council Manager stated that the Parish Council do not employ the maintenance workers but have taken out a contract with Bloomin' Gardens & Landscapes Ltd to carry out maintenance work. Bloomin' Gardens have public and employer's liability insurance and are ultimately responsible for any claims made against them. Therefore, the Parish Council does not need to request the additional information.

Against the advice of the Parish Council Manager, it was resolved to request the additional information.

g) Hanging baskets

It was agreed that the hanging Baskets have been excellent this year and Mr. Cadman should be commended on his work. The Parish Council Manager was asked to write and thank him.

228 To consider the local bus services.

The Parish Council Manager reported that she had complained to the South Staffordshire Rural Transport Partnership (SSRTP) that the new timetable for bus route 88 doesn't show Wheaton Aston with a specified stop following a call from a concerned resident.

Mr. Fox reported that he had received a complaint from a Lapley resident that the 88A service is erratic and doesn't always stop in Lapley.

Mr. Wells raised the issue that the Village Bus Service was off recently because the driver was sick. The Parish Council Manager was asked to write to the SS RTP about the Village Bus Service and the erratic nature of the 88 with a copy to Cllr. Brian Cox & Jan Wright, Village Agent.

229 To consider superfast broadband.

The Parish Council Manager reported on a recent meeting to consider how to get superfast broadband for the parish. It was resolved to:

- Provide a letter of support
- Promote the survey by putting info in the N&V and website
- Contact the Business Forum to see if they would support the initiative
- Coordinate a petition through the Post Office

230 To consider a report from the Diamond Jubilee Working Group

It was reported that the group met for the first time at church on Wednesday 28th September and agreed the following:

- There is a lot of support from groups in the village.
- The idea is to run a week of events from 2nd June to 9th June 2012
- A master calendar is to go in the Post Office for groups to write on when they wish to run their event. The final calendar will then be publicised.
- The FP&FWG will consider at its next meeting what funding should be made available for the jubilee celebrations.
- The next meeting takes place at 7pm on 20th October 2011.

The Parish Council Manager urged Lapley and Stretton groups to go the meeting as the DJWG are considering plans for the whole parish.

231 To consider the electricity supply box in Wheaton Aston

It was resolved to approve the quote of £468.75 from Eon for the new box.

The Parish Council Manager was asked to query whether the security of the box could be improved.

232 To receive reports from other meetings

Village Hall – Cllr Wright

No meeting has taken place.

Sports and Social club – Ms. Whittingham

Bookings are up, the toilets are finished now and the boiler and hall are being looked at next.

Old People's Welfare – Mrs. Wildman

No meeting has taken place

Community First Responders – Mr. Whittingham

No meeting has taken place. The music quiz night has been cancelled.

SPCA – Mrs. Gould

No meeting has taken place. It was resolved that Mrs. Gould and the Parish Council Manager should attend the AGM at a cost of £10 each.

Charities – Cllr. Wright

No meeting has taken place. They hope to have a meeting before Christmas.

WAPSWG – Mr. Noblett

No meeting has taken place. There is a meeting on 12th October 7pm to discuss the BMX track

Youth Champion – Mrs. Cox

No meeting has taken place but Mrs. Cox had visited the junior youth club and reported back earlier in the meeting.

Watling Police Authority Consultation Committee – Mrs. Cox

Cllr. Wright reported that the next meeting is on 20th October 2011 at 7pm at Watling St. Neighbourhood Police Station. The Parish Council Manager was asked to ensure that Mrs. Cox was contacted as the Parish Council's representative.

Staffordshire Playing Fields Association – Cllr. Wright

No meeting has taken place.

233 To receive correspondence

Members noted the following correspondence:

Staffordshire County Council
Community Council of Staffordshire
Boundary Commission for England

South Staffordshire Council

SPCA

Staffordshire Office of the Lieutenancy
The Big Jubilee Lunch
Mr. & Mrs. Evans
Mr. & Mrs. Wright
Mrs. K. Doyle

Joint Waste Draft Core Strategy 2010-2016
Food for Thought project
2013 Review of Parliamentary constituencies in England
Locality Member Forum Meetings
Restructure of Policy & Partnership Services
AGM & Conference
Queen's Award for Voluntary Service
The Eden Project
Thank you for Community Evening
Thank you for Community Evening
Thank you for Community Evening & Award

234 Any other brief matters of report

It was reported that the new speed indicator sign doesn't always work. Mrs. Cox explained that it only comes on to fit in with school times.

It was reported that the Old People's Welfare autumn fair fundraiser will be held on 27th October from 12pm to 2pm in the village hall.

It was reported that Mrs. Cox will visit Westminster Abbey with the school for the celebration of 200th anniversary of the diocese.

It was reported that Lapley Church Restoration committee are having a quiz in St. Mary's church on Friday 14th October.

The Chairman closed the meeting at 9.35pm

Signed..... Date: 3rd November 2011