Alton Parish Council

Minutes of the Meeting held on Thursday 5th May 2021 at 7.05pm
By Video Conference

Present:Councillor J. Shepherd, Councillor (Chair), Councillor P. Gwinnett, Councillor R. Wood, Councillor P. Ballard, Councillor E. Brindley, Councillor D. Gardner, Councillor E. James, Councillor M. Worthington (SCC).
Mr S.J. Burton (Clerk)

Apologies: Councillor S. Hollins, Councillor H. Plimley (SMDC).

It should be noted that one parish councillor could not attend the meeting due to the technical issues related to video conferencing.
Due to the Coronavirus epidemic the meeting was held under the authority of 'The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England And Wales) Regulations 2020'. The meeting was therefore held by video conference.

The meeting was opened by Cllr Shepherd at 7.05pm.

67/21. Election of the Chairman.

i. Cllr Shepherd asked for nominations for the position of Chairman of the Council. Cllr Ballard proposed and Cllr Wood seconded Cllr Shepherd as the Chairman. The proposition was carried unanimously, and Cllr Shepherd declared the Chairman for 2021/22.

68/21. Declarations of interest.

i. None.

69/21. Minutes of the meeting held on Thursday 22nd April 2021 by video conference.

i. The minutes of the last meeting were declared a true record proposed by Cllr Shepherd and seconded by Cllr James and agreed by all and were signed by the Chair (the clerk to sign at a future meeting).

70/21. Matters arising.

i. Cllr Shepherd reported he had not yet had the opportunity to speak with the owners of the overgrown footpaths 19 and 22 (minute 57/21 iii). **Action: Cllr Shepherd.**
ii. Cllr Shepherd reported he has checked the hedges in Dimble Lane and they are not overgrown.
iii. Cllr Shepherd has spoken to Mr Moorhouse regarding the Alton sign on the Denstone Road which needs repairing (minute 59/21 iv), no costing estimate yet available, also outlined was Cllr Wood's suggestion of a new aluminium sign. **Action: Agenda next meeting.**
iv. Cllr Shepherd reported that the invoice for the repaired dry-stone wall in the St. Peters Church Yard has not been received.

71/21. Election of Councillors to various office's/responsibilities.

Cllr Shepherd proposed and Cllr Ballard seconded the below responsibilities for councillors which was carried.

i. **Vice Chairman** – Cllr Gwinnett
ii. **Cemetery-** Cllr Shepherd.

iii. **Highways and Road Safety**-Cllr Wood.
iv. **Village Hall-** Cllr Ballard.
v. **Alton Towers Liaison-** Cllr James.
vi. **Parish Assembly-** Cllr Wood.
vii. **Footpaths-** Cllr Gardner.

72/21. Coronavirus update regarding parish council business.

i. The clerk reported that face to face council meetings will resume after 7th May. So this will be the last virtual meeting.

73/21. Lengthsman.

i. The council asked that two small areas be added to the Lengthsman's duties. Grassed areas at the junction of Malthouse Road and Horse Road, also at the junction of Battlesteads and Cheadle Road (B5032). **Action: Clerk to inform the Lengthsman.**

74/21. Alton Towers.

i. Cllr James reported some very nice plants have been delivered by Alton Towers for the parish, many of which have already been planted.
ii. Cllr James reported that the 'first responders' from Alton Towers will now maintain the defibrillator located at the village hall.
iii. Cllr Shepherd stated he was trying to find out where recent balloons released over the village had come from, one possibility is from Alton Towers. They have left the area looking untidy and are a danger to wildlife. **Action: Cllr Shepherd to report back.**

75/21. Footpaths.

i. Cllr Gwinnett reported that a footpath on Saltersford Lane has barbed wire covering part of the public right of way. She will look into it and report back. **Action: Cllr Gwinnett.**

76/21. Village Hall.

i. Cllr Ballard reported that the village hall committee are waiting for the new windows to be fitted.
ii. Cllr Ballard stated that a member of the village hall committee had found workmen working on the hedgerow within the grounds, the workmen stated a parish councillor was aware. She asked that any work be directed through the village hall committee to avoid misunderstandings.

77/21. Highways and Road Safety.

i. Cllr Wood had nothing for this item of business.

78/21. Parish Cemetery and St. Peter's Church Yard.

i. Cllr Shepherd reported that the cemetery and Church yard are in good order.

79/21. Planning and Licensing Applications.

i. Proposed name for Saltersford lane development- forwarded by SMDC for comments. Alverton View, is the name put forward by the developers. After a discussion the name Meadowside was agreed as a suggestion from the parish council.

Alton Parish Council

80/21. Planning decisions.

i. None for this meeting.

81/21. Parish Council Updates.

i. **Village Planters.** Cllr Gwinnett and Cllr Shepherd have visited all the planters in the village and Cllr Gwinnett gave an excellent PowerPoint presentation outlining the issues as she and Cllr Shepherd saw it and inviting the council to comment. The work required to bring planters up to standard and to enhance the aesthetic appearance of the parish were outlined suggesting they be tackled in three phases, short medium and long term as follows:

   a. Phase 1. Cemetery, War Memorial and Headlands Way.
   b. Phase 2. Lime Kiln Lane, Station Bank, Battlesteads.
   c. Phase 3. Shirley Drive, Cheadle Road and village approaches.

Cllr Brindley stated that Shirley Drive planters are maintained to a good standard by residents, the council agreed this should continue. **Action: Cllr Brindley to update the residents.**

ii. Cllr Gwinnett further reported that she had priced some planters made from re-cycled plastic and showed photographs, prices ranged from £200 for a standard size to 1 metre cubes at £660, these have a 25 year guarantee. Depending on sizes phase 1 could cost between £1500-£2700. A further discussion took place with Cllr Shepherd proposing and Cllr Ballard seconding that phase 1 should be commenced with an initial £1,000 being authorised towards the work. This was carried by the council. **Action: Report on phase 1 at the next meeting. Phases 2 and 3 to be brought back when phase 1 is complete.**

iii. **Adoption of new Local Government Association model code of conduct for councillors.** The clerk reported he has drafted a new code of practice for councillors based on the model code from NALC. The council considered the code and Cllr Shepherd proposed and Cllr Gwinnett seconded the new code be immediately adopted this was carried. **Action: Each councillor to sign the new code of conduct and hand to the clerk at the next meeting.**

iv. **Review of Standing Orders.** The clerk reported that the councils Standing Orders require updating. He offered to draft new Standing Orders based on the NALC model. This was proposed by Cllr Shepherd and seconded by Cllr Wood and carried. **Action: Clerk to report to the next meeting.**

v. **Date of the June council meeting.** The clerk reported that the next meeting is scheduled for Wednesday 9th June 2021 when Covid restrictions will be in place (masks, social distancing etc), these restrictions are due to be reduced further after 21st June, so an option would be to hold the next meeting on Wednesday 23rd June, when things are likely to be more normal. After a short discussion, Cllr Shepherd proposed and Cllr James seconded that the next meeting should be on the usual date of the second Wednesday of the month, 9th June. This was carried.

82/21. Correspondence requiring response.

i. None for this meeting.

83/21. Correspondence for Information.

i. Email to planning re April 2021 applications.

ii. Email to SMDC re co-opting a council member.

iii. Email from Mr Cooper re road signage and litter and my response.

The correspondence was read out by the Clerk.

84/21. Finance.

i. Approval of the accounting statements 2020/2021. **Cllr Brindley proposed and Cllr James seconded that the accounting statements be approved this was carried.**
ii. Clerk salary £486.16.
iii. Buxus Green, ground maintenance and lengthsman April invoice £689.79 (Paid)
iv. Village Hall £1,500.00 for new boiler (paid minute 53/21)
v. Ford Partnership Gross £423.00 (Net £352.50, VAT £70.50)
vi. Times and Echo invoice for parish meeting advert £72.00 (Net £60.00, VAT £12.00)
vii. Receipt from SMDC precept 1st payment £8,145.00
viii. Authorised payments for May 2021 were agreed and will signed off by the council at a future meeting.
ix. Current bank balances were presented to the Council.

The finances were proposed by Cllr Shepherd and seconded by Cllr Gardner and carried.

There being no other business the meeting was closed by The Chair, Councillor Shepherd at 8.35pm.

Signed..... Chairman Wednesday 9th June 2021

Signed..... Clerk