**Minutes of the meeting of the Armitage with Handsacre**

**Parish Council held on Thursday 24th June 2021**

**at 7:00pm at the Village Hall.**

**Present:** Councillor A Maddocks Councillor A Castle

Councillor T Marshall Councillor J McGill

 Councillor J Israel Councillor I Hodgson

 Councillor W Bennett

 **Apologies:** Councillor J Yearsley Councillor A Kirkbride

**Parish Clerk** Samantha LaPlanche

**REGULAR MEETING**

**Public Participation:**  Cllr Stockdale and Cllr Moore from Mavesyn Ridware PC gave a brief presentation on the work the Trailblazers Group have been completing for their Parish. The group are in the process of producing a leaflet of suggested circuit walks on the footpaths around the Parish, that will include neighbouring Parishes. Landowner permissions have been sought and they are seeking funding from the Coal Board to help improve the walkway on the High Bridge. Other information for the leaflet, will include suggested pub stops and the possible creation of a new car park on High Bridge. All councillors agreed to the proposed links with the walks within our Parish, to be included in the leaflet.

**Declaration of Interest**: None.

**Minutes:** Cllr Castle proposed the approval of the minutes. Cllr Marshall seconded the proposal. Majority vote. The minutes of the meeting held on the Thursday 27th May 2021 were declared to be a true and accurate record.

**Matters Arising:**

**1. Planning Matters –** Application 21/01120/REMM Former Rugeley Power Station, the Clerk reminded the councillors all comments to be back by 13th July. No other applications this month. Cllr Marshall briefly spoke about the site plans and that the CCC have refused to include a new doctor’s surgery on the site, as suggested by Engie. The CCC have accepted a payment to provide extended care within the existing infrastructure. The Chairman said that this area needs more doctors and facilities for minor surgery, he proposed the Parish Council write to the CCC expressing our upset over their decision to not provide on this large site with an extra 5,000 residents. All agreed to the Chairman creating a letter.

**2. To consider reports from District and County Councillors –** Cllr Marshall reported that the Friary Grange Leisure Centre has come to the end of its life and a new swimming pool is being considered for the Stychbrook Park area at a cost of £8m. Lichfield District Council has received £5m of funding already and hopes to seek the balance. He said Covid figures are increasing in the area but the death rate has significantly reduced due to the vaccination programme going well, under 18’s are being offered the vaccination at this time.

 **3. To review and approve the Standing Orders, Code of Conduct & Risk Assessment –** The councillors were sent the documents before the meeting and all agreed to the Parish Council approving the documents for 2021.

 **4. To review and approve the web and email hosting costs –** The Chairman said for this year the direct debit payment can now be transferred to the Parish Council bank account, now that online banking has been approved. This was previously setup for direct debit from Cllr Maddocks’s personal account. All approve to the changes being made.

 **5. To review the contract with Wigwam Ltd/Axis Design on the War Memorial project** –Cllr Castle stated that he had met with Jez, Mike and Rob on site at 6.00pm today. He signed the contract at that meeting, with the approval of the Parish Council tonight. The hard copy was passed around for the councillors and was then approved by all. The Clerk will ensure all S106 payments will match with the instalment payments for Wigwam Ltd. Cllr Marshall said he will speak with CCllr Cox regarding an electrical supply to the area for the Christmas tree and PA system, as the Clerk has emailed SCC, NMU and Highways for the request of providing a supply but with no returned response.

 **6. To review the Pavilion for condition and safety –** The Chairman confirmed he had viewed the buildings condition and the report is not satisfactory. A report will be compiled by the administrator for the councillors to review and then to seek funding for the project, once quotes have been sought. All councillors agreed for this to be carried out and produced at a future meeting.

 **7. Office matters – (i) To review the “work from home” scheme –** All councillorsagreed to flexible working location and hours during these difficult times for the Clerk and administrator. **(ii) To review the office timetable and staff working hours** – All councillors approved extra office hours were required to complete the 2020 projects outstanding and the commencement and completion of the 2021 projects. An Employment Sub Committee meeting will take place on Thursday 8th July to discuss and prepare for the Parish Council.

 **Financial Matters**

**8. To approve the cheque payments and bank balance for June 2021 –** Cllr Hodgson proposed the councillors accept the payments. Cllr Marshall seconded the proposal. All agreed. On the report, the Clerk will amend the date on the last recorded cheque.

**Correspondence received.**

**4. Email from SCC – Leaflet on Women’s Safety -** Cllr Israel said she had completed the survey. The Chairman said he had read the report and suggested a personal panic alarm for the office staff, would be appropriate. He will investigate costs involved.

**Dates of the next meetings –**

Thursday 29th July 2021 at 7.00pm.

Thursday 30th September 2021 at 7.00pm

The Meeting closed at 8.25pm. This concluded the business of the meeting.

Signed and approved on behalf of the Armitage with Handsacre Parish Council

Cllr Maddocks – Chairman

29th July 2021