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

**Parish Council held on Thursday 16th July 2020**

**at the Pavilion, Millmoor Avenue, Armitage at 7:00pm.**

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

Councillor I Hodgson Councillor T Marshall

CCllr M Tittley Councillor N Binney

**Apologies:** Councillor Flannigan Councillor A Kirkbride Councillor R Cox

Parish Clerk - Samantha LaPlanche Charlotte La Planche - Administrator

**REGULAR MEETING**

**Public Participation:**  None.

**Declaration of Interest**: None.

**Minutes:** Cllr Hodgson proposed the councillors accept the minutes. Cllr Castle seconded the proposal. Majority vote. The minutes of the meeting held on the Thursday 27th February 2020 were declared to be a true and accurate record.

**Matters Arising:**

**1. Tribute to Steve Hyden –** Cllr Maddocks gave a fitting tribute to Cllr Hydenfor his commitment to the Parish Council and its community. Cllr Marshall added to the tribute with a speech about Steve’s upbringing in Armitage with Handsacre. The councillors observed a one-minute silence to pay tribute to Steve and his family.

**2. To elect a Chair / Vice Chair –** Cllr Marshall proposed Cllr Maddocks as the new chairman. Cllr Hodgson second the proposal. All agreed. Cllr Maddocks thanked the councillors for the opportunity to represent the Parish Council. Cllr Marshall proposed Cllr Castle as the new vice chairman. Cllr Maddocks seconded the proposal. All agreed.

**3. Parish Councillor vacancies** – The Clerk confirmed we have had no interest for the current two vacancies by co-option. The Clerk has informed the Elections Office about Cllr Hyden and is waiting to hear back, as to whether an election is to be called or the Parish Council can co-opt. The Clerk said we need to look at other options for advertising the vacancies, possibly social media related to the village. Cllr Tittley, Cllr Binney and Cllr Marshall advised not to use this option as it can be unpredictable. The Chairman said he would investigate and report back at our next meeting.

**4. To consider the appointment of councillors on sub-committees** – See attached sheet for appointments

**5. To receive reports from District and County Councillors –** CCllr Tittley offered his condolences to Jill Hyden and her family. The Highways department are in the process of road lining and replacing the road surface on the main roads in the area. He said the footpaths works required were not moving fast as budgets and staff have been reduced but said the County are happy for Parish Councils to consider the work required themselves. Cllr Marshall said the footpath to the side of the Hawksyard Estate and Mobile Home Park, is barely passable. Cllr Maddocks, Cllr Marshall and Cllr Binney offered to view the area and consider volunteering for work to this path. CCllr Tittley said that permission from County Council would need to be sought before works could commence. Cllr Marshall said he had concerns over the speeding traffic now that residents were moving back into workplaces. CCllr Tittley said the camera van was back up and running and coming to the area soon. CCllr Tittley said the Staffordshire Police had requested a radar box for the main road and he will be looking into the feasibility of this request. Cllr Binney said the District Council have been running various projects during COVID-19 to support business with Tax Relief Scheme, Business Grants and a shopping scheme with the Co-op, which has proved extremely popular. He said himself and Cllr Cox are doing weekly walks on a Wednesday around the Parish and Kings Bromley. Let them know if you have any issues and they will investigate on our behalf.

**6. Planning Matters** – Cllr Marshall said the Towers application will be available next week. Application 20/00789/FUH 5 Running Hills, creation of a rear terrace/balcony, the councillors expressed big concerns over the amenity space being compromised for the nearby neighbours.

**7. To consider quote for works on the trees on Parish Council land –** The Clerk presented the quotes; (i) Yew Close, resident asked for bush to be trimmed down as it has spoilt their view onto Parish Council open space, the councillors objected to this request as they deemed it non-essential work. (ii) 2 & 4 Shelley Close, trees over hanging in the rear gardens, 20 Dyke Road, trees over hanging the car park area in front of this property and Manor Court open space, falled large Hawthorn tree, the councillors approved all these works. The Clerk will action the works to the contractor.

**Financial Matters**

**8. To approve the cheque payments for July 2020 –** Cllr Castle proposed the councillors accept the payments. Cllr Hodgson seconded the proposal. All agreed.

**9. To approve the Annual Governance Statement & Accountability Return for 2019/20 –** All the councillors agreed to the approval of the accounts and suitably completed the forms for submission. The Clerk and Chairman signed the forms at the meeting.

**10. To discuss the signatory arrangements for Lloyds Bank** – The Clerk said that Cllr Hyden and Cllr Cox needed to be removed off the bank accounts as signatories for the Parish Council. Cllr Castle offered to be a new signatory. All agreed. The Clerk will make arrangements for Cllr Castle and Cllr Maddocks to complete the forms and visit the local branch for identification purposes.

**Correspondence received.**

**1. Lloyds Bank statements –** The Chairman asked the councillors whether we should consider online banking payments during these times. The system would need the Clerk and one other councillor to authorise any online payments**,** which could be approved by the councillors at their meetings and all matters reviewed by the Financial Monitors. The Chairman proposed he investigate the matter with Lloyds Bank and return information to the next meeting for councillors to consider. Cllr Hodgson said the bank accounts need reviewing as the Financial Services Compensation Scheme will only cover for up to £85,000. This will be reviewed by the Financial Monitors and reported back to the councillors.

**6. Email from Christie Timms at District Council – LGA Code of Conduct Consultation** - The Chairman asked for this to be on the agenda for our next meeting, to give the councillors time to review the document.

**7. Power for All** – Cllr Castle said he would look at the group’s history and their proposals as to whether Armitage with Handsacre is connected, before arranging a meeting with them.

**8. HS2 Ltd** – All councillors agreed to a “face to face” meeting later in the year.

**9. Marie Curie Emergency Appeal** – All councillors agreed to only support donations to local community affected charities and not to this large charity organisation.

**Date of the next meeting -** Thursday 30th July 2020 at 7.00pm. The Chairman proposed that the councillors meet in August, as we have a backlog of work to consider and was not permitted to complete them during the lockdown period of COVID-19, Thursday 27th August.

The Meeting closed at 8.55pm. This concluded the business of the meeting.

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

Cllr Maddocks - Chairman

30th July 2020

(continued)

**Sub committee appointments:**

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| 4. Planning Committee (4) | Cllr Castle  Cllr Kirkbride | Cllr Maddocks |
| 5. Village Hall Committee (4) | Cllr Marshall  Cllr Maddocks | Cllr Castle |
| 6. Parish Forum (2) | Cllr Marshall | Cllr Hodgson |
| 7. Financial Monitors (2) | Cllr Maddocks | Cllr Marshall |
| 8. Bowling Club Committee (2) |  |  |
| 9. Armitage with Handsacre Youth Club (1) | Cllr Maddocks |  |
| 10. Village Day Committee (4) | Cllr Maddocks | Cllr Marshall |
| 11. Churchyard Committee (1) | Cllr Maddocks |  |
| 12. Employment Committee (4) | Cllr Maddocks | Cllr Castle |
| 13. Environmental Committee (9) | Cllr Marshall  Cllr Kirkbride  Cllr Hodgson | Cllr Maddocks  Cllr Castle |
| 14. War Memorial Group (9) | Cllr Marshall  Cllr Kirkbride  Cllr Hodgson | Cllr Maddocks  Cllr Castle |
| 15. Hawksyard Community Building  Steering Group (9) | Cllr Marshall  Cllr Kirkbride  Cllr Hodgson | Cllr Maddocks  Cllr Castle |