**A picture containing text, font, symbol, logo

Description automatically generated**

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

**Parish Council held on Thursday 30th November 2023**

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

**Present:** Councillor T Marshall (Chair) Councillor I Hodgson

Councillor N Hawkins Councillor J Yearsley

Councillor J Israel Councillor W Bennett

Councillor J McGill SCCllr R Cox

**Parish Clerk:** Samantha LaPlanche

**Administrator:** Vivien Wang

**Matters Arising:**

**1. To receive apologies –** Councillor L Tandy and Councillor A Kirkbride.

**2. Public Participation –** Mr Molineux stated that the Armitage Lane footpath in Armitage was overgrown and untidy. It requires a clearance for better access to the primary school. The Chairman said he would visit the area with County Councillor Cox and report back to the Parish Council for their January meeting. CCllr Cox said he has reported the damaged sewer pipe in Armitage Lane to Severn Trent Water. Mr Fallows stated the Old Road ford project group are keen to progress, the Chairman stated that a sub committee of four councillors to support the group will be announced and they will be in touch with Mr Fallows to progress with their investigations. The group wish to remove the overgrown shrubs, metal fence and concrete banks and put in a gravel access. He stated that the Wildlife Trust and National Trust have been consulted and are happy to support the natural project.

**3. To receive Declarations of Interest –** Cllr Hawkins, Cllr Hodgson, Cllr Bennett and

Cllr Marshall declared a prejudicial interest on financial matters point 2 Village Hall Committee

and point 13 of the agenda Village Day Committee.

**4. To receive requests for dispensations under the Localism Act 2011 –** Cllr T Marshall,

Cllr I Hodgson, Cllr W Bennett and Cllr Hawkins.

**5. To consider and agree the minutes of the meetings held on Thursday 26th October 2023 –** Cllr McGill proposed the approval of the minutes. Cllr Bennett seconded the proposal. All agreed.

**6. Matters arising from the minutes not included in the agenda –** The Clerk said that Christmas Tree will be delivered on 1st December and the lights, batteries and a star had been purchased and approved by the Parish Council. Cllr Yearsley will oversee the delivery of the tree on the paving area at the War Memorial. Barriers and safety notices will be installed. NJ & ET Coles Butchers & Bakers have offered to sponsor the tree for 2023.

**7. To approve the meeting dates for 2024 –** The dates were emailed to the councillors before the meeting and these were approved. A copy will be sent to our County Councillor.

**8. To receive reports from District and County Councillors –** CCllr Cox the Armitage Community Speed Watch reports from 1st November 2022 to 1st November 2023 had been analysed. The vast majority of speeding vehicles were recorded as residents of the parish from the WS15 4.. postcode. The SSRP do not have any funds available for road schemes at this time. HS2 Ltd has closed down its grant application process. The pothole repairs are going well in Staffordshire.

**9. To receive an incident report from Staffordshire Police –** PCSO Lisa Anderson has sent a monthly report via email and the Clerk distributed to the councillors.

**10. To discuss the Planning applications received in November –** 23/00707/FUL19 Rectory Lane, 23/01296/FUH 102 Old Road and 23/01237/REMM Rugeley former Power Station amendment to supersede Reserved Matters, all received no objections from the councillors. CCllr Cox said he has called in the application from The Towers due to the importance of this historic building being demolished and some trees having TPO’s.

**11. Environmental Matters – To consider (i) An update from the Play Area subcommittee –** Cllr Hawkins said quotes were being achieved for the removal of a path at St Barbaras to accommodate for the two new pieces of equipment.The Village Hall MUGA fence will be completed in early December. The basketball boards have been ordered and due for delivery in early January. The welding to the tennis net and football goals has been completed.The painting of the equipment will commence once the weather warms up in February.The committee hope to complete their designs for the Village Hall area in January, for final quotes for all works required. **(ii) Quotation from Acme Tree Services Ltd for works on Reeve Close –** Approved by all the councillors. **(iii) Wooden bollard removed by resident at Millmoor Avenue, letter to be approved for delivery –** Letter approved and will be posted on Friday morning. **(iv) To approve the quotation of a planted Nordmann Fir tree at The Green –** The councillors approved the quote from PD Nurseries, the Clerk will arrange for an order and delivery or collection service.

**12. Office Matters – (i) To review the request by Cllr Tandy to attend the SLCC Conference –** All councillors approved the request. **(ii) To note the dates of the office closure over the Christmas period –** Approved. **(iii) To note the Clerks holiday submission for December –** Approved. **(iv) To note the Local Governments Services Pay Agreement 2023 for staff –** Approved. The Parish Council approved to place the Village caretaker role onto scale 2 of the Agreement from 1st December.

**13. To receive a report from the Village Day Committee –** Cllr Hawkins said the Committee have created their own Constitution, this will be presented to the Parish Council at their meeting in January.

**14. To receive the quotation from Amey for the installation of three SID posts and review the residents feedback from the two locations received by the office –** The quote was approved by the Parish Council. The Clerk has asked for a delivery date of the poles, so that the Parish Council may order the devices. The Clerk stated that the residents from Lichfield Road and Rugeley Road had returned approval letters for the devices to be installed. The residents from New Road have not sent a response. All letters have been forwarded onto the County Council for consideration.

**15. To arrange the final planting of the remaining Daffodil bulbs –** Cllr Israel took a few bags for planting and Cllr Hawkins said that the staff at the Village Hall had planted many more around the open space area in the last week.

Meeting closed at 8.44pm

**16. A resolution to be proposed to exclude this item from public discussion - Employment Matters.** All approved, minutes for the meeting will be provided to the councillors.

Meeting opened at 8.53pm

**FINANCIAL MATTERS**

1. **To approve the Bacs payments and bank balance for November –** Cllr Marshall proposed the acceptance of the accounts. Cllr Hodgson seconded the proposal. All agreed. The Chair and Cllr McGill signed the account sheet and bank statements.
2. **To approve the Village Hall Committee request for S106 bacs payments for November –** No payments for this month but invoices are due in in December.
3. **To review the grant application from the Village Hall Committee request for funds for the OAP afternoon tea event –** The Clerk has provided the forms and Cllr Hawkins will return them to the office.

**CORRESPONDENCE RECEIVED**

8. Rev’d C Leighton request for a new microwave for the Church in Armitage – The

Chairman said he will arrange to meet with the Rector, to discuss the request.

9. Three residents request for tree cutting works at the rear of Wordsworth Close - The

Chairman said he would visit the area to view their concerns. The Clerk said

extensive work had been completed on the trees in October 2022. This will be

reviewed again at the January meeting.

The meeting was closed at 8.59pm. This concluded the business of the meeting.

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

Cllr T Marshall – Chairman

25th January 2024