

MINUTES OF A MEETING



Fradley Parish Council

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Minutes of the Fradley Parish Council Meeting held at 7:00pm at Fradley Village Hall on 18 April 2024

Present:

Cllrs Mike Ashcroft, Phil Beswick, Glen Bown (Chair), Paul Deathridge, Mani Dhillon, Stuart Gilmour, Tracey Ham and David Leytham (Vice Chair).

In Attendance:

Claire Crompton (Clerk/RFO), Cllr Mike Wilcox and 1 Member of the Public.

24/01 – Apologies for Absence. Local Govt Act 1972 s85 (1)

Apologies were noted from Cllr Matt Evans.

24/02 - Declarations of Members' Interests. – (1 min)

There were no declarations of member's interests.

24/03 – Co-option of Councillors Local Govt Act 1972 s87(2) and the completion of their Declarations of Acceptance of Office and Register of Members Interest Forms Local Government Act 1972 s 83 (4) – (6 mins)

RESOLVED: *The following candidate was co-opted onto Fradley Parish Council with immediate effect. In accordance with the Local Government Act 1972, the co-opted member signed the Acceptance of Office Form before the Clerk and will complete and return the Register of Members Interest Form within 28 days. Proposed: Cllr Bown and seconded: Cllr Beswick. AGREED unanimously.*

- **Matthew Richards**

24/04 –Adjournment for Public Speaking. Public Bodies (admission to meetings) Act 1960 s1 extended by the LG Act 1972 s100 – (20 mins)

Apologies were noted from Cllrs Janet Eagland & Sonia Wilcox.

District Cllr Mike Wilcox was present at the meeting and gave his report as follows:

Negotiations have made significant progress with multiple food & beverage outlets for the upcoming cinema site, and LDC is delighted to confirm the signing of "The Botanist" for the top floor of the project. LDC has invested substantially in this project, with additional funds now identified from investments made elsewhere.

The top floor will feature an outdoor dining space boasting scenic views of the cathedral, generating considerable interest in the remaining units.

Progress on the Birmingham Road site project continues steadily, with plans to convert it into high quality residential apartments. These apartments will adhere closely to a specific design code to ensure they fit in with the historical characteristics of its surroundings. LDC are in talks with Friel Homes and Cameron Homes.

Planning approval has been granted for the new leisure centre at Stychbrook Park.

They are looking to relocate the existing bus station/stops across the main road, along with a taxi rank. This would be next to the railway station with a view to keeping public transport links all in one area.

They are looking for a new coach park, a possible site for this would be next to Lichfield University.

The car park by the old Debenhams site is structurally unsound and is earmarked for demolition, making way for a new car park.

They are currently in the process of creating a new policy around CIL, community infrastructure levy and CIG, community infrastructure generation fund. Ensuring plans are in place to utilise money.

Cllr Wilcox is the Cabinet Member for Health and Care at County Council.

Here, they are in discussion with the Integrated Care Board along with the NHS and County Council to establish a new delivery model at one of several proposed locations. Two of these locations are the Leavesleys site at Hay End Lane and the new development at Branston. They are looking to have GP's, dentists, a physiotherapist and optometrist, all to be employed by the NHS.

Cllr Wilcox is part of a group currently creating a speed watch team in Alrewas. Should Fradley like to do the same, Cllr Wilcox will help with training and all relevant information.

County Cllr Janet Eagland was unable to attend the meeting but gave a report via email which the Clerk delivered on her behalf:

Community funding starts on 6th May, this is for volunteers and good causes.

Cllr Eagland has had a teams meeting with the new HS2 officer Bill Slater.

HS2 will be once again diverting traffic in Streethay in the next few months. He informs us that HS2 will be holding meetings called "Drop In Events" in Boley Park community hall on 9/5/2024 from 6pm until 8pm. and Fradley village hall on 15/5/2024 6pm until 8pm. To bring the public up to date with their workings.

Cllr Eagland requested that we send her locations where the potholes are for reference to highways.

Cllrs Ashcroft and Dhillon to plot these and forward them on.

During the last weeks or so, Cllr Eagland has had lots of emails with complaints of the A38 detour. This was not SCC business, it was Highway England.

HS2: in the future all complaints will have to go to the HS2 complaints department their email address is on their website. Bill Slaters department will no longer be able to answer our problems.

24/05 – Variation to the Order of Business – (1 min)

There were no variations to the order of business.

24/06 – To confirm the minutes of the Fradley Parish Council meeting held on 21st March 2024 – (1 min)

RESOLVED: The draft minutes of the Fradley Parish Council meeting held on 21st March were approved and signed as a true and accurate record. AGREED unanimously.

24/07 – Consider the cost of producing a Parish Council newsletter and whether this project should proceed and who should be involved in its production. – (10 mins)

There are 1861 houses, the proposal is for 2,000 newsletters per production. This includes 1 per household with the remainder in local shops for visitors to the area. This will be 3 times per year. Three quotes for printing and delivery have been sourced.

AGREED: *The Engagement Group and any other Councillor who wish to be involved will help in its organisation. Cllr Bown is to co-ordinate initially, once established, workload can be distributed accordingly.*

RESOLVED: *Councillors agreed to produce a newsletter 3 times per year. Proposed: Cllr Bown, Seconded: Cllr Deathridge. AGREED unanimously.*

RESOLVED: *Councillors agreed to spend up to £1,800 per year. Proposed: Cllr Bown, Seconded: Cllr Ashcroft. AGREED unanimously.*

24/08 – Consider the adoption of the proposed Community Engagement and Communications Statement. – (5 mins)

RESOLVED: *The Council adopted the proposed Community Engagement and Communications Statement Policy. Proposed: Cllr Leytham, Seconded: Cllr Gilmour. AGREED unanimously.*

24/09 – Consider the adoption of the proposed Appraisal Policy. – (3 mins)

RESOLVED: *This item was deferred to a future meeting. Proposed: Cllr Bown, Seconded: Cllr Deathridge. AGREED unanimously.*

24/10 – Consider and solidify the timings of the May meetings, followed by a discussion informing Councillors of what will happen, what will be expected of them and how the meetings will be conducted . – (10 mins)

RESOLVED: *The Annual Parish Assembly will be held at 6.30pm on 16th May, Fradley Village Hall ahead of the Annual Meeting of the Council, 7.15pm on 16th May, Fradley Village Hall. The Clerk gave a brief overview of the two meetings and what Councillors should expect. AGREED unanimously.*

24/11 – Discuss spending the CIL money received 2019/2020 ahead of expiry. – (5 mins)

RESOLVED: *The Clerk is to purchase a replacement dog waste bin at Fletcher Drive and an additional dog waste bin to be sited at Watersmeet. Proposed: Cllr Bown, Seconded: Cllr Ashcroft. AGREED unanimously.*

24/12 – Working Groups and External Representative Reports:

- a. Projects Group: Meeting 04.04.24. Cllr Ham informed Council that progress has been made on the proposed projects. Cllr Bown advised that there is spreadsheet with risks, projected costs and prospective sites and that there is still much work to be done. The Clerk is to share the link to the form, map and project. Cllr Bown proposed the final decision to spend will be done via email in order to speed the process and ratified at the following meeting as necessary. **RESOLVED: Proposed: Cllr Bown, Seconded: Cllr Beswick. AGREED unanimously.**

- b. Environment Group: Meeting 28.03.24 Meeting Cancelled. To include a monthly update on the Grounds Maintenance Contract. Cllr Deathridge informed Council that the area where the Bee Orchids are has been discussed at great length. Several possibilities to their conservation discussed and the proposal is to leave a wild flower meadow area, approx. 10m², unmown, to support seeding and encourage their growth in the following year. It was suggested that a notice be erected, informing residents of the reason why the area is unmown and also be published on the Parish Council website and Facebook page. **RESOLVED: Proposed: Cllr Deathridge, Seconded: Cllr Leytham. AGREED unanimously.**

- c. Engagement Group: Meeting 09.04.24. Including the Police and Parish Surgery. Cllr Deathridge informed Council that the Police and Parish Surgery held on Monday 8th April was well attended. Council would like to congratulate Cllr Deathridge for organising this. The next surgery is likely to be held in June, the date is yet to be confirmed, however, next time it will be held out in the community, rather than inside the Village Hall. Cllr Ham advised that within her current working role she has access to support for the wider community. She is looking to work with Cllr Deathridge to promote care for the wider community, including but not limited to social care, food banks and mental health well-being at the next Police and Parish Surgery. More details will be presented for discussion and agreement before the next surgery.
- d. HR Committee: Cllr Leytham advised that the Appraisal Policy was not ready to be adopted and that the HR Committee would work on a new and improved policy in the future. A date for their next meeting needs to be arranged.
- e. Representatives:
- CEMEX: Next planned meeting is 15.07.24 There has been no further discussion.
 - HS2: No date set for next meeting as yet. An update from William Slater, BBV's representative, is due at our June meeting.
 - Alrewas Charities: Meeting 01.05.24. Cllr Deathridge is to attend the upcoming meeting and reported that there is a fund raising event in support of the charity on Saturday 11th May, 7.30pm at the FYCC. All Councillors are very welcome to attend.

24/13 – An update regarding the Beavers wild flower and tree area, how it will be designed and where this will be. – (5 mins)

Cllr Bown and the Clerk have a meeting arranged with a representative from the Beavers Group on Tuesday 23rd April to ascertain exactly what her aspirations for the area are in order to give Council an accurate proposition for consideration.

24/14 – Consider cleaning the War Memorial and a sponsorship offer from a local company in connection with this. – (3 mins)

RESOLVED: The Council agreed that the War Memorial should be cleaned ahead of the 80th celebration of D Day this year. Proposed: Cllr Bown, Seconded: Cllr Beswick. AGREED unanimously.

RESOLVED: The Council agreed to pay £350 plus Vat. Proposed: Cllr Ham, Seconded: Cllr Bown AGREED unanimously.

24/15 – Discuss an issue raised to Cllr Eagland regarding the bus route for Fradley South and can the original route resume and serve the public that live on the roads further down. – (5 mins)

Approximately four years ago, the bus route from Lichfield to Burton ceased its service to the end of Worthington Road, impacting elderly, disabled, and disadvantaged residents in that area. Cllr Eagland has received an email requesting the reinstatement of this route, at least partially if not for all services. Elderly residents have highlighted that the additional walk from the end of Worthington Road is strenuous, particularly when combined with walking to the shops in either Lichfield or Burton. Upon their return, they face another long walk home with their shopping. The Council fully supports the idea of at least one daily route accommodating this need and suggests exploring the possibility of integrating it into the new 33 bus service route or adding it to the existing 12/12E service. The Clerk will feed this back to Cllr Eagland.

24/16 – To note the Neighbourhood CIL Annual Report 2023/2024 to be signed by the Chair and Clerk/RFO. – (5 mins)

RESOLVED: It was agreed for the Chair and Clerk to sign the CIL Annual Report.

24/17 – A quarterly update on Budget to Cashflow by the Clerk/RFO. – (10 mins)

RESOLVED: This item was deferred to a future meeting.

24/18 – Finance – (5mins)

- a. To consider the following payments, any payments required after publication of the agenda will be advised at the meeting.

PAYEE	DESCRIPTION	AMOUNT	POWER
April 2024			
SJL Landscapes	Ground Maintenance Contract	1720.31	Open Space Act 1906 s9,10
D Beaumont	Handyman Contract	198.00	Open Space Act 1906 s9,10
Fradley Village Hall	Room Hire	89.25	LGA 1972 s111
Salaries, TAX,NIC	March Payment	3219.81	LGA 1972 s112 - 119
Unity Trust Bank	Bank Charges	23.40	LGA 1972 s111
Claire Crompton	Expenses	11.99	LGA 1972 s111
Focus Group (DD)	Telephone Line	17.17	LGA 1972 s111
SPCA	Councillor Training	420.00	LGA 1972 s111
Barton Fields	Bark for Play Park	345.00	LGA 1972 s111
Vision ICT	Email Hosting	96.00	LGA 1972 s111

RESOLVED: The Council approved the above payments. Proposed; Cllr Dhillon, Seconded; Cllr Ashcroft. **AGREED; unanimously.**

- b. To note the following income:

PAYEE	DESCRIPTION	AMOUNT
VisionICT	Refund for Search Facility	75.00

- c. To consider the unaudited accounts from 01.04.2023 to 31.03.2024, including all supporting documents provided by the Clerk.

31.03.2024

Current Account	£263,343.58
Unpresented Payments	<u>0.00</u>
TOTAL	£263,343.58

RESOLVED: The Council approved the unaudited accounts provided by the Clerk. Proposed; Cllr Dhillon, Seconded; Cllr Ashcroft. **AGREED; unanimously.**

RESOLVED: A meeting is to be arranged for the Budget Advisory Group to allocate the Reserves.

24/19 – Planning Matters– (5 mins)

N.B - Town and Country Planning Act 1990, Sched. 1, para.8 - Right to be notified of planning applications if right has been requested. The Parish Council is a non-statutory consultee within the planning process.

Receive and consider report from the Planning Advisory Group:

- a. **To determine any additional action required on the planning application information, from information circulated via email by officers in advance of the meeting.**
- b. Any planning application received after publication of this agenda will be advised at the meeting.

Application No.	Location	Proposal	Comments by
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- c. **To note the outcome of the following planning applications for which the Council has made full comment : None received this month.**

There were no applications for discussion.

24/20 – Clerk Reports – (6 mins)

- a. Discuss the annual review of policies and procedures. *This item was deferred.*
- b. Ratify the decision to allow former Cllr Petrou to advise upon the draft contract for our Grounds Maintenance, using his legal expertise ahead of signing. **RESOLVED: The Council approved the decision to allow former Cllr Petrou to advise upon the draft contract. Should former Cllr Petrou not be available to complete this task, the Council voted to take the contract to their solicitor with a budget that will not exceed £2,000.00 Proposed; Cllr Bown, Seconded; Cllr Gilmour. AGREED; unanimously.**
- c. A brief update following the subsidised work on the flooding in Church Lane. *The Clerk informed Council that the works were carried out and we are awaiting their findings.*
- d. To note that to date, there is still no further update regarding the S106 funds. *The Clerk informed Council of the email received earlier that day from LDC informing us they had made no further progress.*
- e. To note that the 2 commemorative flags for D Day have been purchased, delivered and 1 given to each of the Primary Schools in Fradley. *Noted, photographs are to be taken when handing over to the schools for publication of the PC's website and social media, with the relevant permission.*
- f. To note that the 3 bags of bark have been ordered, delivered and distributed at Worthington Play Park. However, due to the ground conditions, the delivery vehicle became stuck in the mud and required towing off the park. This has caused some damage to the grassed area. The company have agreed to deliver a large bag of top soil to site where our Handyman will level and reseed the area. *Noted.*
- g. To note, the WhatsApp groups for the working groups are now set up. Please note that all of our electronic communications could be the subject of freedom of information requests. **RESOLVED: All Councillors agreed to a WhatsApp group for general messages in addition to the groups already set up for the working groups. Proposed; Cllr Dhillon, Seconded; Cllr Gilmour. AGREED; unanimously.**

24/21 – Identify how Fradley Parish Council has made Fradley a better place to live since the last full meeting? – (5 mins)

Over the past month, our efforts to improve the village have been evident through several key initiatives. The Council has decided to launch a newsletter to ensure residents stay informed about village activities. Additionally, the Council will purchase two new dog bins: one to replace a damaged bin and another to be strategically placed in a key location. The Parish Council recently hosted its first Parish and Police Surgery, which was well-received. Furthermore, improvements have been made to the play park with the addition of more bark. The Council has also approved the cleaning of the War Memorial area to enhance its surroundings. The Council has donated two D-Day flags to each of the village's Primary Schools to help show support for the upcoming D Day commemorations.

24/22 – Date and time of the next Parish Council Meetings to be confirmed as 16th May 2024 at Fradley Village Hall commencing at 7.15pm following the Annual Parish Meeting at 6.30pm. – (1 min)

RESOLVED: The Council approved the next Parish Council Meeting (Annual meeting of the Council) as 16th May 2024, at 7.15pm at Fradley Village Hall, following the Annual Parish Meeting/Assembly, 6.30pm at Fradley Village Hall.

Meeting closed at 21.16pm