

NOTICE OF A MEETING



Fradley Parish Council

Telephone: 01543 444233

Website: www.fradleyparishcouncil.gov.uk

Email: clerk@fradleyparishcouncil.gov.uk

Notice Published: 15/11/2024

To All Members of the Parish Council

You are hereby summoned to attend Fradley Parish Council Meeting to be held at [Fradley Village Hall on 21 November 2024, commencing at 7.00pm](#), the following business will be transacted. Any Councillor unable to attend should forward their apologies to the Parish Clerk.

C v Crompton

Claire Crompton, Clerk/RFO to Fradley Parish Council

PARISH COUNCIL MEMBERS

Cllr Mike Ashcroft Cllr Phil Beswick Cllr Glen Bown
Cllr Stuart Gilmour Cllr David Leytham Cllr Matthew Richards
+ Vacancies

RECORDING PARISH COUNCIL MEETINGS

Under the Openness of Local Government bodies regulations 2014, members of the public may film, photograph and make audio recordings of the proceedings of the formal Council meeting. Recording activity should be respectful to the conduct of the meeting and behaviour that disrupts the meeting (such as oral commentary) will not be permitted.

PUBLIC PARTICIPATION

- Notice is given that at the time agreed by the meeting, 20 minutes will be set aside for members of the public to make representation on any item on the agenda only.
- Any member of the public shall not speak for more than three minutes, unless they are elected members of a local authority in which case they will be allowed an additional two minutes. This is strict and will be timed at the meeting. This is to allow the Parish Council to get through the business to be transacted at the meeting in a timely manner.
- A question asked by a member of the public during Public Participation shall not require a response or debate during the meeting though the Chair may direct that a written response will be provided subsequent to the meeting.

PUBLIC BODIES (ADMISSION OF MEETINGS ACT) 1960

Meetings shall be open to the public unless their presence is prejudicial to the public interest by reason of the confidential nature of the business to be transacted, or for any other special reason. The public's exclusion from part or all of a meeting shall be by resolution of the Council, which shall give reasons for the public's exclusion in accordance with the Public Bodies (Admission to Meetings Act) 1960.

AGENDA

24/114 – Election of Chairperson for the remaining term 2024/2025 (Local Govt Act 1972, S15(2)) and the completion of the Declaration of Acceptance of Office (Local Govt Act 1972, S83(4)) following the resignation of Cllr Glen Bown as Chair to Fradley Parish Council on Friday 18th October. – (10 mins)

24/115 – Apologies for Absence. Local Govt Act 1972 s85 (1) – (1 min)

- a. To receive apologies for absence from Councillors.

24/116 – Declarations of Members' Interests. – (1 min)

- a. To receive declarations of disclosable pecuniary interests and personal and prejudicial interests from members to be considered at the meeting in accordance with the **Localism Act 2011 (section 30 to 33)**. Officers are required to make a formal declaration about council contracts where the employee has a financial interest in accordance with **Local Govt Act 1972 s117**.
- b. To receive, consider and record Councillors requests for a disclosable pecuniary interest dispensation (**section 31 Localism Act 2011**) in connection with items on the agenda. Applications for this must be made in writing to the Clerk prior to the meeting.
- c. Register of Interests: Councillors are reminded of the need to keep updated their Register of Members Interests Forms as required . **Chapter 7 of the Localism Act 2011 and the Councils Code of Conduct**

Note: Members must generally declare a disclosable pecuniary interest which they have in any item on the agenda. A member with a disclosable pecuniary interest may not participate in any discussion of the matter at the meeting and must not participate in any vote taken on the matter at the meeting. In addition, the Council's Standing Orders require a member with a disclosable pecuniary interest to leave the room where the meeting is held while any discussion or voting takes place.

24/117 – 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) – (5 mins)

24/118 –Adjournment for Public Speaking. Public Bodies (admission to meetings) Act 1960 s1 extended by the LG Act 1972 s100 – (20 mins)

- a. To adjourn the meeting for 20 minutes to allow members of the public, 3 minutes each, unless they are elected members of a local authority in which case they will be allowed an additional two minutes to make representation on the business on the agenda.
- b. No resolutions can be made under public speaking.
- c. Members declaring a prejudicial interest who wish to make representation or give evidence under the Code of Conduct relating to Agenda items shall do so at this stage.

24/119 – Variation to the Order of Business. – (1 min)

24/120 –To confirm the minutes of the Fradley Parish Council Meeting held on 17th October 2024. – (1 min)

24/121 – 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
November 2024			
JR Landscaping	Ground Maintenance Contract	2400.00	Open Space Act 1906 s9,10
Scribe	Accounts Software	673.92	Open Space Act 1906 s9,10
D Beaumont	Handyman Contract	622.93	Open Space Act 1906 s9,10
Salaries, TAX,NIC	November Payment	3219.81	LGA 1972 s112 - 119
Claire Crompton	Expenses	71.99	LGA 1972 s111
Fradley Scouts	Newsletter Distribution	111.00	LGA 1972 s111
Focus Group (DD)	Telephone Line	24.11	LGA 1972 s111
Glen Bown	Signs for Hay End Lane Park	28.50	LGA 1972 s111
Unity Trust	Service Charge	6.90	LGA 1972 s111
LDC	New Dog Waste Bins	1135.94	LGA 1972 s111
LDC	Play Parks Inspection	156.00	LGA 1972 s111
Fradley Village Hall	Room Hire Sept	85.00	LGA 1972 s111
Fradley Village Hall	Room Hire Oct	85.00	LGA 1972 s111
Fradley Village Hall	Room Hire Nov	68.00	LGA 1972 s111
Fradley Village Hall	Community Grant	500.00	Section 137 Grant
Fradley Heritage Society	Community Grant	500.00	Section 137 Grant
St Stephen's Church	Community Grant	300.00	Section 137 Grant
Fradley Brownies	Community Grant	500.00	Section 137 Grant

b. To note the following income:

PAYEE	DESCRIPTION	AMOUNT
FYCC	Rent	10.00
Knight Frank	Bin Recharge, Fradley Park	864.00

c. To consider the unaudited accounts from 1.04.2024 to 31.10.2024, including all supporting documents provided by the Clerk.

31.10.2024

Current Account	£377,718.79
Unpresented Payments	<u>0.00</u>
TOTAL	£377,718.79

24/122 – To receive a report from the newly formed working group and to discuss their recommendations including their terms of reference – (10 mins)

24/123 – Consider the recommendation to store the QR code information for the 4 interpretation/history boards on the Clerk's Google account for easy access and management – (5 mins)

24/124 – Consider whether to reduce the newsletter publication to twice per year and to outsource design and printing to an external company – (5 mins)

24/125 – Consider the recommendations of the Working Group regarding the Community Grant applications we have received. – (5 mins)

24/126 – Discuss and consider whether to expand the Clerk's delegated authority to include broader responsibilities for fulfilling the S106 projects, or to retain the current arrangements. – (5 mins)

24/127 – 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.**

Application No.	Location	Proposal	Comments by
24/01107/FUH	14 Oaklands Close, Fradley, Lichfield, Staffordshire	Erection of two storey side extension	Application Rec 15.10.24 Comment by 06.12.24
24/01146/LBC	Lock 19 To Lock 20, Wood End Lane, Fradley, Lichfield	Alterations to Lock 19 (Lock ladder alterations) and Lock 20 (Refurbishment of composite bottom lock gate, Widening of ladder recess in the lock chamber and installation of a ladder, Change of lock beam to the Trent & Mersey style of beam- to replace the Shropshire Union style)	Application Rec 30.10.24 Comment by 22.11.24
24/01149/FUL	Fradley Airfield, Hanger 5 , Wood End Lane, Fradley, Lichfield	Proposed first floor office extension	Application Rec 07.11.24 Comment by 28.11.24

b. To note the outcome of the following planning applications for which the Council has made full comment :

21/00315/FULM: REFUSED

22/00080/FUL: REFUSED

24/128 – Clerk Reports – (10 mins)

- a. To ratify the Clerk's decision to secure the installation site of the new play equipment at Hay End Lane overnight to allow the concrete to set properly. Due to resurfacing issues with the MUGA, the Clerk has implemented this emergency measure to protect the site, spending £144 to prevent the need for any remedial action.
- b. To note that work at Hay End Lane Play Park will commence on Monday, 18th November. Installation of the children's outdoor gym equipment and swings will begin on Monday, followed by ground preparation for bin installation on Wednesday, 20th November, with final bin installation set for Friday, 22nd November. Preparation for the cycle shelter will take place from Thursday, 21st to Friday, 22nd November, with the shelter installation scheduled for Friday, 30th November. The cycle shelter will require a concrete base, which will need six days to set, and this area will be secured with Heras fencing provided at the contractors expense.
- c. To note that Cllr Ashcroft attended the Armistice Celebration at Tesco on Saturday, 9th November.
- d. To note that Cllr Leytham and his wife attended the Armistice ceremony at the church and laid a wreath on behalf of Fradley Parish Council on Sunday, 10th November.
- e. To note the purchase last month of a new Microsoft 365 account exclusively for Fradley Parish Council and the closure of the shared account with Fradley & Streethay Parish Council.

- f. To note the bank card application has been successful.
- g. To note that the planters have been ordered and arrangements have been investigated for filling and watering.
- h. To note that letters and emails have been sent to the Lord Lieutenant, inviting him to attend the proposed planting ceremony for the Queen's Commemorative Tree at Watersmeet.
- i. To note the resignation of Cllr Glen Bown as Chair of Fradley Parish Council.
- j. To note the meeting with SCC & Highways has been scheduled for 2pm, Thursday 28th November regarding the proposed locations for the speed activated signs.
- k. The Clerk has provided a list of training courses provided by the SPCA for December and January, should Cllrs wish to part in any, please email the Clerk directly.

24/129 – Consider whether the Parish Council would like to place a Christmas Tree in St Stephen's Church decorated by the Parish Council along with many other organisations? We would need to supply and decorate the Tree – (3 mins)

24/130 – Discuss the finer details of inviting the Lord Lieutenant to the proposed planting ceremony of the Queen's Commemorative Tree at Watersmeet. – (5 mins)

24/131 – Discussion of project priorities taking into account the results of the community survey – (10 mins)

24/132 – Consideration of the Councils response to the Local Plan consultation, including how its position should be communicated to local residents and how residents can respond affectively and resolve the process for drafting the Council's formal response. – (20 mins)

24/133 – Identify how Fradley Parish Council has made Fradley a better place to live since the last full meeting? – (5 mins)

24/134 – Date and time of the next Parish Council Meetings to be confirmed as 12th December 2024 at Fradley Village Hall commencing at 7.00pm. – (1 min)

24/135- To consider a resolution under the Public Bodies ([Admission to Meetings Act 1960](#)) to exclude members of the Public. – (1 min)

- a. To note and consider the NJC pay scale 2024/2025 agreement, and for this to be back dated to 1st April 2024 for the current clerk through payroll.