

MINUTES OF A MEETING



Fradley Parish Council

Telephone: 01543 444233

Website: www.fradleyparishcouncil.gov.uk

Email: clerk@fradleyparishcouncil.gov.uk

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

Present:

Cllrs Mike Ashcroft, Phil Beswick, Glen Bown (Chair), Paul Deathridge, Mani Dhillon and Stuart Gilmour.

In Attendance:

Claire Crompton (Clerk/RFO), County Cllr, Janet Eagland and District/Ward Cllrs Derick Cross and Sonia Wilcox and 1 Member of the Public.

24/63 – Apologies for Absence. Local Govt Act 1972 s85 (1 min)

Apologies were noted from Cllrs Leytham and Richards.

24/64 - Declarations of Members' Interests. – (1 min)

Councillor Ashcroft declared an interest, stating that he is a member of the Heritage Group.

24/65 – 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)

There were no applicants for Co-option.

24/66 –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 Cllr Mike Wilcox.

County Cllr Janet Eagland was present at the meeting and gave her report as follows:

Cllr Eagland provided several updates. First, she informed us about the consultation on the bridge at Brookhay Lane where SCC is considering implementing a 13.5-tonne weight limit. She also mentioned that funding is available for climate change-related projects, with more information on SCC's website. Additionally, a small amount of her Community Funds Money is still available.

Cllr Eagland also reported attending the Cemex meeting at Fradley Marina, which led to a discussion about Tarmac. Due to the cancellation of HS2, Tarmac is looking to take over the site, which will need to go through the planning department. She urged the Parish Council to attend any consultation meetings. Cllr Eagland suggested arranging another meeting with the two officers from the SCC Planning Department who previously attended a meeting at Alrewas Village Hall last year. This meeting would discuss the various stages Tarmac will face, such as the number of applications, time frames, and volumes involved.

Cllr Eagland also mentioned that we should soon receive the information gathered from the traffic survey sensors placed at Turnbull Road and Common Lane. These sensors funded by her DHP money, were installed in response to requests for assistance with speed limits in the village.

Cllr Deathridge enquired if Cllr Eagland could help with a resident's concern regarding overhanging trees in Jordan Close, which are causing pedestrians to cross the road to pass. Cllr Eagland advised forwarding all enquiries to her, and she will do her best to assist.

District Cllr Derick Cross was present at the meeting and did not provide a report.

District Cllr Sonia Wilcox was present at the meeting and did not provide a report.

24/67 – Variation to the Order of Business – (1 min)

There were no variations to the order of business.

24/68 – To confirm the minutes of the Fradley Parish Council Meeting held on 20th June. – (1 min)

RESOLVED: The draft minutes of the Fradley Parish Council Meeting held on 20th June were approved and signed as a true and accurate record.

Proposed: Cllr Bown, Seconded: Cllr Gilmour AGREED: unanimously.

24/69 – Discussion regarding the canal towpath with Cathy Dobbs. – (10 mins)

Cathy Dobbs informed us about a group's efforts to upgrade the towpath between Canal Bridge 90 and Fradley Junction, highlighting the reasons for the project. The towpaths at Alrewas and Kings Bromley have already been upgraded and are now accessible to everyone, including those in wheelchairs, with pushchairs, or with walking difficulties. However, the current towpath at Fradley is not accessible to these groups. Upgrading the towpath would benefit local businesses, improve health and well-being, and enhance access for all residents. Currently, the only other access is by road, which is unsafe due to the lack of footpaths.

Cathy has been in contact with the Canal & River Trust, which estimates the cost of completing the entire section from Bridge Farm Lane, Canal Bridge 90, to Fradley Junction to be approximately £650,000. Initial discussions with HS2 regarding funding for the stretch of footpath between Bridges 90 and 90a have taken place. There has been a request from a local Dementia Care Home that aims to take residents to the canal. HS2 has also offered to sponsor a bench and flower planter. Access points onto the towpath will also need to be considered.

Cathy is seeking support from the Parish Council (PC) in terms of volunteers, information, and funding, both from the PC and other sources. A responsible and duly constituted group will need to be established to receive funding from sources like HS2 and the Lottery Fund. A resident of Fradley, who is a bid writer, has volunteered to help source funding from places like the Heritage Lottery Fund.

Cllrs Bown and Cross mentioned that there might be potential S106 funding from various parts of the Bellway development and the canalside development. Planning conditions for the development at the corner of Turnbull Road and Hay End Lane may also include a scheme to improve canal path access. Although this land has recently gone back up for sale, its application included conditions for access, steps, and improvements to the canal towpath. Cllr Cross will investigate these possibilities and provide an update at the next meeting.

The Clerk will determine if the PC has powers to financially support this project and, if so, how much support can be provided. Currently, the PC has a resident survey out to gather opinions on priority projects, and the canal towpath is receiving strong support. Once the survey is complete, the PC will have a better idea of whether this is a project the residents would like it to support.

24/70 – An update from Cllr Gilmour on the Florette Fradley 10k run. – (5 mins)

Cllr Gilmour provided an update on the Florette Fradley 10k run. Although it was not feasible to organise the prizes for the 2024 race, preparations are underway for the 2025 event. The organiser plans to include a feature in the application process to identify Fradley residents. The first male and female

residents to cross the finish line will receive either a trophy or vouchers (to be confirmed). There will also be a discount on the entrance fee for Fradley residents, which will help in identifying the winners. This information will be publicised in the next newsletter. The next steps involve determining the prizes and the process for awarding them. These details will be discussed and finalised at the December meeting for approval by full Council.

24/71 – Consider appointing one Councillor to serve on the Village Hall Committee – (5 mins)

Following the Village Hall committee's attendance at our Parish Council meeting in December, and in response to their request for more committee members, the Council discussed the possibility of nominating a Councillor to represent the PC at Village Hall committee meetings. However, the role is more demanding than initially thought, and all Councillors already have significant workloads in their current positions.

Therefore, the Clerk will investigate whether we can have access to the Village Hall committee's agendas and minutes and offer a Councillor's attendance on an ad-hoc basis when needed. The PC agreed that while it is important to strengthen the relationship with the Village Hall committee, we currently may not have anyone with the suitable skillset to assist them effectively.

The Clerk will maintain good communication with the Village Hall committee and report back to the full Council with any updates.

24/72 – Consider removing the rosemary hedge from around the War Memorial to boost its visibility and increase its importance as a landmark for the village. – (5 mins)

RESOLVED: The Parish Council agreed to remove the rosemary hedge surrounding the War Memorial. Proposed; Cllr Beswick, Seconded; Cllr Deathridge. AGREED; unanimously.

24/73 – Clarify the extent to which the Clerk has delegated authority in determining what should and should not be published on our website and social media channels. – (5 mins)

RESOLVED: Under the policy "Scheme & Scope of Delegation to the Clerk," it is understood that the Clerk has the delegated authority to determine what should be published on the website and social media pages. For issues that are sensitive or unusual, the Clerk will consult and seek clarification from the Engagement Group before proceeding.

Proposed; Cllr Bown, Seconded; Cllr Beswick. AGREED; unanimously

24/74 – 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
June 2024			
SJL Landscapes	Ground Maintenance Contract	2873.80	Open Space Act 1906 s9,10
D Beaumont	Handyman Contract	344.42	Open Space Act 1906 s9,10
Fradley Village Hall	Room Hire	93.50	LGA 1972 s111
Salaries, TAX,NIC	March Payment	3219.81	LGA 1972 s112 - 119
Lichfield Printers	Newsletter	425.00	LGA 1972 s111
Claire Crompton	Expenses	23.58	LGA 1972 s111
Focus Group (DD)	Telephone Line	18.68	LGA 1972 s111
IPAD	Planning Report	720.00	LGA 1972 s111
Ionos	Domain Name for Newsletter	18.80	LGA 1972 s111
Glen Bown	Banners for Survey	153.97	LGA 1972 s111

Mike Ashcroft	Mileage	8.10	LGA 1972 s111
Unity Bank	Service Charge	24.90	LGA 1972 s111

b. To note the following income:

PAYEE	DESCRIPTION	AMOUNT
Unity Bank	Compensation	100.00
National Grid	Wayleave Payment	4.70

RESOLVED: The Council approved the above payments and income.

Proposed; Cllr Gilmour, Seconded; Cllr Dhillon. AGREED; unanimously.

c. To consider the unaudited accounts from 1.04.2024 to 30.06.2024, including all supporting documents provided by the Clerk.

	30.06.2024
Current Account	£370,685.15
Unpresented Payments	<u>0.00</u>
TOTAL	£370,685.15

RESOLVED: The Council approved the unaudited accounts provided by the Clerk.

Proposed; Cllr Bown, Seconded; Cllr Ashcroft. AGREED; unanimously

24/75 – Working Groups and External Representative Reports:

- a. **Projects Group:** Meeting 01.07.24. Consider the suggestions made to rename Watersmeet.

Cllr Bown reported that the resurfacing of the MUGA is scheduled to begin on 19th August. The line markings are yet to be decided and will be communicated via email. Cllrs Bown and Ashcroft have made progress on the history boards, and mock-ups will be distributed to Cllrs for review before finalising. The Projects Group has discussed various options for the gym equipment. Initially, the plan was for a single large piece of equipment, but it is now thought that having eight separate pieces would be more conducive for adult users. The final decision and exact locations will be confirmed soon, especially in light of new information recommending either a 25-meter distance between adult outdoor gym equipment and children's play equipment or enclosing the adult equipment with a 1.2m fence. Permissions are being applied for and locations are being determined for benches, bins, and notice boards. Those situated on SCC or Highways land have been agreed to in principle, provided that the necessary licenses are obtained. The Clerk will email Cllr England with the proposed locations of the bins, benches, and notice boards to help determine if new licenses are required. Additionally, two members of the Engagement Group need to contact a resident on Worthington Road regarding the installation of a bench on the open space in front of their property. Cllr Bown will send a form to all Cllrs with suggestions for renaming "Watersmeet." Cllrs are to select their favourites, and the final decision will be made at the next meeting in September.

- b. **Environment Group:** Meeting 27.06.24. To include a monthly update on the Grounds Maintenance Contract.

Councillor Deathridge presented his report. The group continues their monthly GMC checks, benefiting from improved communication from SJL. Research on the Queen's memorial tree has been completed. At the next meeting, they will discuss and decide on the cost, location, signage, and tree types. Plans for the wildflower meadow at Watersmeet are also progressing, with research into appropriate seed types underway. The size and location of the meadow need to be determined. Collaboration with the Open Gardens Group is planned for this project, with the goal of including it in next year's Open Gardens event. A budget of up to £1,000 was proposed for preparation work, with fencing decisions to be made at a later date.

RESOLVED: A budget of up to £1,000 was proposed for the preparation work.

Proposed; Cllr Bown, Seconded; Cllr Dhillon. AGREED; unanimously.

Ongoing discussions with FYCC and the Village Hall propose a community event to tidy and clear weeds from the frontages. Additionally, the group is considering converting an old pillbox at Allen Way into a bat box. This proposal will be added as an agenda item at the next available meeting.

c. **Engagement Group:** Meeting 09.07.24.

Councillor Deathridge presented his report, which included consideration of three community grant applications.

RESOLVED: *The Parish Council accepted the recommendations of the Engagement Group. Two of the three applications were approved, and one was rejected. The Clerk will inform all parties concerned once the necessary paperwork is completed.*

Proposed; Cllr Bown, Seconded; Cllr Dhillon. AGREED; unanimously.

RESOLVED: *Delegated authority was given to the Engagement Group and the Clerk to produce the terms and conditions and generate the necessary paperwork. These documents should include details on levels of publicity, payment procedures, spending timelines, handling of unspent funds, and guidelines for future applications if they are unsuccessful.*

Proposed; Cllr Bown, Seconded; Cllr Beswick. AGREED; unanimously.

d. **HR Committee:** Consider a date for the next meeting. To be determined.

e. **Representatives:**

- **CEMEX:** Next planned meeting is 15.07.24.

Cllr Ashcroft attended. There were no further updates beyond the issues raised by Cllr Eagland and the Tarmac meeting. The next meeting is planned for November 2024.

- **HS2:** No date set for next meeting as yet.

No further updates.

- **Alrewas Charities:** Meeting 07.08.24

No further updates.

24/76 – Consider co-opting a resident volunteer onto the Environment Group – (5 mins)

The Council agreed to maintain their current structure, utilising additional members on an ad hoc basis as necessary. If a specific skill set is identified as needed, they will seek to recruit qualified individuals from the community at that time.

RESOLVED: *The Council agreed not to co-op a resident onto the Environment Group.*

Proposed: Cllr Deathridge, Seconded: Cllr Dhillon. AGREED: 5 Cllrs, 1 Abstain.

24/77 – Consider a proposal from Cllr Deathridge on a prospective wildflower meadow, poppies by the War Memorial and planting of the commemorative tree at Watersmeet. – (5 mins)

This agenda item has already been addressed in the working group report for the Environment Group.

24/78 – Consider the Community Grant applications we have currently received – (5 mins)

This agenda item has already been addressed in the working group report for the Engagement Group.

24/79 – Performance Management Review Policy – (5 mins)

a. **Consider the proposed Performance Management Review Policy.**

RESOLVED: *The Performance Management Policy was approved with an amendment stipulating that only the Chair of the HR Committee will conduct the appraisal, and the Chair of the PC will provide a written report prior to the appraisal. Proposed: Cllr Bown, Seconded: Cllr Ashcroft. AGREED: unanimously.*

b. **Consider amending Standing Orders Section 19c to make it compatible with the Performance Management Policy if adopted.**

RESOLVED: *The standing orders will be amended to specify that the Chair of the HR Committee is responsible for the appraisal of the Clerk/RFO. Proposed: Cllr Bown, Seconded Cllr Ashcroft. AGREED: unanimously.*

c. **Consider when the Performance Management Process should begin.**

RESOLVED: *Councillor Gilmour proposed documenting some initial objectives in*

September this year. The Chair of the HR Committee will conduct an interim review of activities to date, addressing and outlining future support and training needs. This will be followed by a formal review in April, during which new objectives will be set for the upcoming financial and council year. Proposed: Cllr Gilmour, Seconded Cllr Bown. AGREED: unanimously.

24/80 – Consider the issues faced on The Moor and Dumore Hay Lane from overgrown verges and nettles. – (5 mins)

RESOLVED: The Clerk will obtain the cost for a one-time strimming of this area, as well as a monthly rate, in case the Council decides to add this service to the GMC for future years. Additionally, the Clerk will investigate the ownership of the hedges along The Moor and Dumore Hay Lane. Once this information is gathered, the Clerk will email all Cllrs for their approval or feedback.

Proposed: Cllr Bown, Seconded: Cllr Beswick. AGREED: unanimously.

24/81 – Planning Matters– (2 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
24/00691/FUH	2 Godfrey Drive, Fradley, Lichfield, Staffordshire	Erection of a wooden boundary fence	Application Rec 26.06.24 Comment by 17.07.24

- c. **To note the outcome of the following planning applications for which the Council has made full comment : None received this month.**

RESOLVED: Fradley Parish Council do not wish to comment on the above applications.

24/82 – Clerk Reports – (6 mins)

- a. To note the IPAD report has been commissioned and submitted. *Noted.*
- b. To note the DD payments on our account. *Noted.*
- c. An update on budget v payments by the Clerk. *Assurances were given by the Clerk that supporting documents provided to Cllrs at each meeting include a current variance report against budget, showing whether our finances are on track.*
- d. Explanation of the bank generated security breach to our Unity Bank account which resulted in no loss of funds. *The Clerk reported a processing error by Unity Bank, which has now been resolved. However, Councillors felt the compensation did not adequately reflect the issue.*

RESOLVED: The Clerk, with the assistance of Councillor Sonia Wilcox, will write to Unity Bank to raise a further complaint. Proposed: Cllr Ashcroft, Seconded: Cllr Bown. AGREED: 5 Cllrs, 1 abstain.

- e. To note the issues of delivery of the newsletter and an update. *Noted.*
- f. To note the speed activated devices installed on Common Lane and Turnbull Road have been removed and we are awaiting the results. *Noted, the black boxes located at Common Lane and Turnbull Road have been removed, and we are awaiting the results. These traffic*

sensors, funded by Cllr Eagland through her DHP fund, were installed to investigate vehicle speeds, traffic volume, and the size of vehicles using the roads.

24/83 – 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 enhance the village have been evident through several key initiatives. The Parish Council has produced and delivered its first community newsletter. Additionally, work on resurfacing the MUGA has been commissioned and is set to begin on August 19th. We have also compiled a list of community champions from the Fradley Park Industrial Estate.

24/84 – Date and time of the next Parish Council Meetings to be confirmed as 19th September 2024 at Fradley Village Hall commencing at 7.00pm. – (1 min)

RESOLVED: The Council AGREED the next Parish Council Meeting as 19th September 2024, at 7.00pm, Fradley Village Hall.

Meeting closed at 21.42pm