

MADELEY PARISH COUNCIL
MINUTES OF PARISH COUNCIL MEETING held on Thursday 1st September 2022 at
The Madeley Centre, New Road commencing at 7:00pm.

Present:

Councillors:, J. Stephenson, (JS) Chair), C. Hopkin (CH), Mrs. B. Ruscoe, (BR), Dave Whitmore, Jill Whitmore, T Morgan, S White

Clerk: Mrs C Withington (CW) and Sgt Phil Smart (Part)

11 members of public were present for item 103.8/22

101.8/22 To receive Apologies for Absence in accordance with standing orders.- Cllr G White (GW), Ms K. Walley (KW), Peter Carnell (PC), Alan Davenport (AD)

102.8/22 To receive Councillors' Declarations of Pecuniary Interest in items on the Agenda; None

103.8/22 Public Participation. (Open Forum);

A number of residents from Moss Lane area attended to discuss the Pump/BMX track item. There was some concern regarding the costs incurred so far with contractors. There was a request for a public consultation and to consider the site history. Noted that there are underground statutory services eg electricity cables and poles. There was concern regarding the creation of a car park on a narrow lane. It was suggested that other sites should be considered eg Manor Road or Madeley Centre.

The Chair stated that this is a proposal only and is subject to external funding such as HS2. This is in response to request from young people. The other sites are not in public ownership. One person felt that the money would be better spent providing a footpath/cycle path to Onneley to allow them to access other sports facilities.

The past ASB issues on that site were noted eg fires, motorbikes and gangs. There is no natural surveillance either. Residents have also requested that the Borough restore it to its former glory as a wildflower area. The Chair stated that although the school had taken part in consultation before it would need to be re-run specific to local children.

104.8/22 To consider approving and signing the Minutes of the last two Regular Meetings held on Thursday 07th July, and 4th August 2022 - **RESOLVED** to sign and approve the minutes as a true and accurate record. The Chair signed the minutes at the meeting. All were thanked for their attendance.

105.8/22 To consider any matters arising from 4 above – None.

106.8/22 Police Update – This item was brought forward. PS Smart attended to discuss the restructure and new model which will be a localised policing model. CI Owen is very much community focused. Responsive element is now in place and in Oct/Nov they expect it to be up and running. Currently there are 2 Police Officers plus 4 PCSOs based at Madeley. Response times are now quicker as they are coming from Newcastle. Approx 11 Police officers assigned to area. Regular updates will be given on crime figures to the Parish Council. Area includes Keele, Audley, rural parts, Madeley and Kidsgrove. PS Smart was thanked for his attendance.

107.8/22 Allotments - to note the current position regarding lettings of the allotments and discuss any required actions. This item was brought forward and a member of public was allowed the opportunity to speak. It was noted that there are a number of vacancies (2 or 3). These are in the process of being relet. The geese have been an issue a quote for post and rail is in progress. A planter and area for children is also being considered. It was noted that the Parish Council have an allotments committee. The resident raised a concern about a volunteer that feeds back who is not a plot holder and requested that a proper allotment association is set up to run the allotments. A formal discussion will be put on a future agenda to consider how this can be run in consultation with

the plot holders. There was concern about gates being left open and public walking through the site when there is no formal footpath. TM to take photos of the sites and plots.

Tenancy renewal letters to be issued to the plot holders by the Chair.

108.8/22 To receive Reports from Borough and County Councillors – Noted as circulated from GW and PN.

109.8/22 To consider **Financial Matters** including:

a. To consider any grant applications under the Grants Programme (balance £2605) – None received to date by the RFO inc application form for the previously agreed £300 Lea Court Residents Association (BBQ and Tunnel) – **RESOLVED** to approve this now the paperwork has been received. Noted that the Fishing Club have submitted an application for a grant. **RESOLVED** to approve this subject to the bank statement and constitution. Parish Council rep (DW) to attend the event if possible.

b. To note the completion of the External Audit of the Accountability and Governance Annual Return for year ending March 2022 as circulated (Appendix A) and note any minor improvements for 22/23 – this was noted and agreed. The RFO stated that there had been 2 errors, the Internal Auditor ad ticked petty cash and the RFO had incorrectly put the wrong figure (extra £45) against staff costs. All had been accepted by Mazars with no qualifications.

c. To consider approving the annual grant of £4,000 to The Madeley Centre, towards annual ground maintenance. (£4,000 budgeted) – **no request received as yet – deferred to the next meeting.**

d. To start to consider projects for next year's budget and precept – to consider setting up a working group over Zoom to develop ideas – **RESOLVED** to set up a zoom call for a Thursday evening for all to attend as appropriate to discuss the precept and budget setting projects.

e. To approve payments/orders, receipts and transfers. Appendix B – **RESOLVED** to approve as per the attached.

f. To note the budget update Appendix C and bank reconciliation statement – Appendix D. **RESOLVED** to note.

g. Resignation of Clerk and Appointment of new Clerk - Chair noted that there has been a locum request but not filled. The hours were considered and it was **RESOLVED** to agree 24 hours a week as a minimum subject to a review. The Advert was approved and will be circulated in the usual way. KW to be asked to put on Indeed and others to circulate as necessary. LC2 SCP range to be included which can be discussed with a potential post holder.

110.8/22 To discuss and approve the final salary position of the former clerk and the current position regarding the vacancy for a new clerk and agree any actions required to fill the position. – as above.

111.8/22 Casual Vacancies for Parish Councillors – To discuss the position with regard to filling the two current vacancies for a Parish Councillor, including extension of deadlines, and how to promote the vacancies – Noted that there are still a number of vacancies all to encourage applications.

112.8/22 To consider the following planning applications received (and any that are received between date of agenda and meeting):-

Planning Application Reference 22/00716/PLD – Hazeley Paddocks, Keele Road, Keele – Application is currently being queried by the planning officer.

Planning Application Reference 22/00657/FUL – Railway Embankment, Mill Lane, Wrinehill – **RESOLVED** to note the application, there were no comments.

113.8/22 Operation London Bridge - to note any actions required to complete the appropriate preparations. **RESOLVED** to approve the cost for a book of condolence at a cost of approx. £30. RFO to purchase and to be reimbursed.

114.8/22 HS2 - update to be noted – Noted that there will be a road closure for 2 days at Woore. Cemetery, works will also start soon.

115.8/22 Birchdale Play Area - update to be noted – 17th October is the suggested date for the work to take place. To ensure its not during half term. JS to publicise on Facebook.

116.8/22 Events

- **Remembrance Day & service: to discuss any actions to be taken in respect of the Remembrance Day Service preparations and how to deliver the event.** **RESOLVED** to make the arrangements as agreed for the schools and order the wreaths. JW to confirm who requires a wreath from the schools. Wreath to be laid at the memorial garden and also by soldier (a larger size). Children to plant crosses by memorial garden. TM to liaise with the 3 schools regarding their arrangements and reps (10 from each school) and to let JS know for the order of wreaths. Noted that the planters will need to be overhauled – Dave Morton to be asked. Coffee and tea to be at the Madeley Centre.
- **Christmas to discuss any actions to be taken in respect of the Christmas Events preparations and how to deliver the events.** **RESOLVED** to agree the deposit for the panto. DW to speak to the Co-Op re selection boxes. Agreed to go with the buffet option for the older persons event – JS to organise with the Madeley Centre. Madeley Centre to sell the tickets at a cost of £5. Entertainment to be booked (Sazzy Gray and Pepper Street choir). Other suggestions to be considered in the future.
- **To consider whether to organise an end of season fishing competition – RESOLVED** that this be agreed under the grants programme.
- **To consider organising a Halloween Party and allocating a budget of up to £400 in respect of the same –** DW noted that the residents association is no longer in existence. DW to organise on behalf of the Parish Council. Agreed up to £450 for the event. Tickets to be free of charge, but admittance is by ticket only to ensure numbers are manageable.

117.8/22 Memorial Garden update - to note the updated position from Hart Memorials regarding the installation of the Memorial Stone and any other required actions. **RESOLVED** to note that the stone will be installed by end of September.

118.8/22 To consider Parish Appearances and Highways issues. **RESOLVED** to ask Dave Morten to trim back the sign by Madeley Heath and clean. Noted that the bunting also needs to be removed. The noticeboards need an overhaul. **RESOLVED** that the Madeley Heath noticeboard to be replaced in line with the quote for oak due to Health and Safety and the other two to be tidied up. CH to progress the quote.

CH to ask STS contractors to provide a quote to deal with the dangerous trees in Heath Wood in line with previous work carried out.

College Gardens issue with a tree to be reported to the Borough Council by SW.

JS to look at a second planter at Madeley Heath via Aspire.

JS to look for replacement lights for the Madeley Heath Christmas tree. Noted that a real tree would be bought for the village centre.

119.8/22 To consider the Chairs report and any correspondence received since the last meeting. This was noted as circulated.

120.8/22 Madeley Pool.

- Update s.106 Working Group – GW report included an update. CH has spoken to a solicitor and a quote obtained for around £3.5k. GW to confirm it can come from the maintenance pot. Another quote to be obtained. Clerk to send the SCC contact to CH. SWT will look over it once it is in a sufficient state. Project Manager may be appointed once the legal has progressed.
- Plans for Geese Management 2023 – Noted that geese have increased recently. JS to progress the management of the geese in accordance with the previous arrangements.

121.8/22 To consider the Race, Equality and Crime & Disorder Statement for the Meeting; No issues.

122.8/22 To note Councillors' planned absence – BR sent her apologies for the next meeting.

123.8/22 Pump Track Proposal - To consider and comment on the rough design layout provided by Clark and Kent Contractors and consider whether to instruct more detailed planning drawings for the purposes of public consultation.

Noted that the acting clerk left the meeting at this point. The Chair took the notes.

A discussion was held over how to progress the potential pump track proposal. It was noted that there were objections raised by a number of residents regarding the proposed site. Discussion over whether other sites could be used or considered was had but it was noted that no other sites were within the ownership of the Parish Council that could be considered. It was also noted that the proposed scheme could not just be developed on another site as it was a site specific proposal and would require starting again. It was agreed that the objections raised by members of the public should be noted but that the views of the wider community should also be gathered so the full picture could be considered. A discussion was then had over what was required to go to public consultation. The Chair highlighted that the design team had highlighted that to produce detailed models and plans sufficient for public consultation fees of £3,000.00 plus VAT would be incurred. The Council discussed these fees and it was **RESOLVED** that a form of public consultation should be undertaken without incurring these fees at this stage. If the outcome of that consultation led the Council to decide that the project should be taken further then the question of what further drawings, models and plans were needed could be considered at that stage along with the question of whether the proposed level of cost was appropriate.

To note the day of the date of the next regular meeting as **Thursday 6th October 2022 to commence at 7:00pm.**

Approved Payments – September 2022

Voucher No	Supplier	Description	Total £
145	MPC Clerk JPJ	August pro rata home office expenses	49.16
150	Steve Hough	Play inspection July	80.00
160	David Moreton	May Handyman services 54 hours - PAID	1,080.00
161	MPC Clerk JPJ	Final Salary Payment up to 11th August inc tax rebate	710.03
162	Country Grounds Ltd	Grass cutting verges	668.40
163	Country Grounds Ltd	Grass Cutting Birchdale	60.00
164	Country Grounds Ltd	Madeley Heath grass to Mway bridge	264.00
165	Country Grounds Ltd	Grass Madeley Pool	220.44
166	C Withington MPC RFO	Staff Salary Sept	266.47
167	HMRC	Tax and NI salary Sept (note credit on file)	66.60
168	C Withington MPC RFO	Staff Expenses Sept	16.48

Voucher No	Supplier	Description	Total £
169	Amy Taylor	Swing Sept – No invoice yet	70.04
170	Kim Gleghorn	Swing Sept – No invoice yet	70.04
171	David Moreton	Timesheet for August	1760.00
173	JD Quick Cleaning	Bus Shelter clean August	180.00
174	Steve Hough	Play inspection Aug	80.00
175	Newcastle BC	Dog Waste Bins for John Offley Morningside and Hidden Hills	624.00
176	The Panto Company	Panto Deposit Xmas Dec 22 – No VAT invoice yet	120.00
177	Madeley Angling Club	Grant for fishing comp youth	300.00
		Total	£6,605.66

DRAFT

Signature

Date 22