

Town Council

Minutes of Meeting

Kidsgrove Town Council
Victoria Hall
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Kidsgrove
Staffordshire
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Minutes of the Meeting held on Thursday 31st March 2022, 7:00pm, Meeting held at The Victoria Hall, Kidsgrove.

21-22-FC9-01 Present

Cllrs A Cooper (Chair), D Allport, S Burgess, A Cartwright, C Dickens, V Jukes, K Robinson, M Maxfield, J Owen, B Owen, M Stubbs, J Waring, P Waring.

Attending: Sue Davies (Clerk)

Six members of the public were present.

21-22-FC9-02 To receive apologies for absence.

Apologies for absence were received from Cllrs G Burnett, S Dymond, K Johnson and H Maxfield.

21-22-FC9-03 To note declarations of members interests.

None declared.

21-22-FC9-04 Public Participation

One member of the public, MP Jonathan Gullis, asked to speak. He started by thanking Cllr Robinson for his hard work over the years as a Councillor. He also thanked the Clerk for providing a statement of reserves. Mr Gullis asked the Council for an update on the Town Council's CCTV provision program which the Clerk provided.

21-22-FC9-05 To receive and resolve to approve the minutes of the Council Meeting held on Thursday 24th February 2022.

Resolved: The minutes of the meeting of Thursday 24th February 2022 were approved.

21-22-FC9-06 To receive and note the following draft minutes of Committee Meetings not previously presented to Council:

The following minutes were received by the Council:

Chair

- a) Approved staffing committee minutes of the 5th of August 2021.
- b) Approved minutes of the Planning, Infrastructure and Highways minutes held on 25th January 2022.
- c) Approved minutes of the Finance and General Purposes Committee meeting held on the 11th of February 2022.
- d) Approved minutes of the Environment and Allotments Committee held on the 17th of February 2022.
- e) Draft minutes of Finance and General Purposes Committee held on the 15th of March 2022.

Receipt of the following draft minutes to be deferred.

- Draft minutes of Planning, Infrastructure and Highways held on the 7th of March 2022.
- Draft minutes of the Environments and Allotments Committee held on the 14th of February 2022.
- Draft minutes of the staffing committee held on the 15th of March 2022.
- Draft minutes of the Events and Communities Committee held on the 22nd of March 2022.

21-22-FC9-07 Matters Arising – To receive updates on any matters arising from previous meetings:

The Clerk informed that the grant requests outstanding would be taken to F&GP on the 12th of April 2022.

The status of the NSI account was raised. The clerk and chair summarised the difficulties in changing the signatories on the account. This will be progressed with urgency.

An update on the telephone box was requested. The Clerk informed that a quote has been received from Achieve Training to covert it to a planter and this will be taken to the Environment and Allotment Committee for consideration and approval.

21-22-FC9-08 Finances: To receive bank reconciliations and bank statements dated 28th February 2022.

The bank reconciliations and bank statements dated 28th February 2021 were received by the Council.

The Clerk informed that the statement from the NSI has not been received.

21-22-FC9-09 Budget 2021-2022: To receive a month 11 budget summary including consideration of earmarked reserves. To consider and resolve to approve or otherwise the recommendations subject to any agreed changes.

The Clerk presented and the Council received a month 11 budget and earmarked reserves summary.

The council **resolved** to approve the 11-month budget summary and to approve the following earmarked reserve changes:

- To earmark £1800 from code 4033 – benches. As this project is ongoing, and so as not to impact on the £3000 precepted for benches in 2022-2023, it is recommended that the council earmark the £1800 from 2021-2022.
- To increase the earmarked fund to £3000 for planters and hanging baskets, code 4030, from unspent monies in 2021-22 as there are orders outstanding for benches.
- To earmark the unspent £7500 allocated to parks and green spaces in 2021-2022 to supplement the £7500 precepted for next year (code 4031).
- To earmark £2000 for the provision of CCTV in the Victoria Hall (code 4061).
- To earmark the £12,000 allocated in the 2021-2022 budget for the allotment fencing at Crown Bank to enable payment in 2022-2023 as the fencing is currently on order.
- To earmark the £5000 funds budgeted for a bus stop on Butt Lane (code 4306) with Staffordshire County Council for the project to continue in 2022-2023.
- To earmark the £2000 allocated to grit bin funding to supplement the budget for 2022 to 2023 to make £3000 in total. (code 4507).
- To earmark anything residual in the £2500 for the Queens Jubilee (code 4071) precepted in 2021-2022.

21-22-FC9-10 Internal Audit:

The Clerk updated the council, and it was noted that the interim internal audit was completed on the 21st March 2022 and the receipt of the report is imminent.

21-22-FC9-11 Ranger Contract – To receive and review the ranger contract for 2022-2023 and to resolve to approve subject to any agreed changes.

The Council agreed to move this item into a Part 2 session, press and public excluded session, at the end of the meeting. The chair agreed to altering the order of the agenda.

21-22-FC9-12 To receive a draft Equality and Diversity Policy and to approve the recommendation of the staffing committee and to resolve to adopt the policy.

The Council resolved to approve the draft policy.

21-22-FC9-13 To receive a draft Appraisal Policy for approval or otherwise.

This item was deferred.

21-22-FC9-14 Planning Applications to be considered:

22/00116/FUL

115 Old Butt Lane, Kidsgrove, Staffordshire
Proposed Two Storey Side and Single Storey Rear Extensions.

Resolved: No comment

22/00080/FUL

MWI Animal Health Pit Lane, Talke Pits

Installation of new loading bay located along southwest elevation of the building (in association with new 384m2 internal cold room facility) plus installation of 4no. externally mounted condenser units and associated pipework.

Resolved: No comment

22/00084/OUT

Land To East Of Manor Farm High Street, Newchapel

Outline application with all matters reserved for a 4 bedroomed 1 3/4 storey detached house.

Resolved: No comment

22/00173/FUL

43 Ravenscliffe Road, Kidsgrove

Single storey extension and internal remodel of existing property.

Resolved: No comment

22/00178/FUL

7 Red Lion Close Talke, Stoke-On-Trent

Proposed ground floor rear extension and alterations.

Resolved: No comment

22/00190/FUL

160 Newcastle Road, Talke

Replace original roof and flat roof extension for a hipped roof which covers the entire footprint.

Resolved: No comment

22/00195/FUL

8 Sands Road HARRISEAHEAD Stoke-On-Trent

Rear Single Storey, Side Two Storey Extension and Outbuilding.

Resolved: No comment

21-22-FC9-15 CCIN Membership – To receive an update.

Cllr Stubbs updated that Mental Health project deadline for grant submissions has been extended and so an application can be progressed in due course.

21-22-FC9-16 To receive any feedback from NULBC and Staffordshire County Council and also the Town Council's representatives on other bodies:

a) Staffordshire County Council

Cllr J Waring informed of complaints about several sets of road closures on Butt Lane and explained that this is sometimes unavoidable. She reminded that her and the Clerk try to ensure all road notices issued are circulated to the Council but that the county don't have provision to send the notifications to individuals.

Staffordshire County Council are asking people to take extra care to ensure covid testing.

Cllr J Waring also informed that Staffordshire County Council are helping those fleeing the Ukraine war.

Also, the Sport Centre had received grant from Cllr Burnett and herself towards recycling facilities.

b) **NULBC**

Cllr Stubbs asked if any items to be raised at the forthcoming council meeting be passed on.

c) **Kidsgrove LAP**

Cllr J Waring informed that meetings would resume soon and an updated mandate for the bank is being arranged.

d) **Talke and Butt Lane LAP**

Cllr Robinson informed that he will be standing down as chair and meetings will resume soon including the AGM.

e) **Town Deal Board**

Cllr Stubbs informed that he has attended a Railway Partnership Group meeting and learnt that work is progressing with the carpark and that work on the lifts is completed.

The bid for the money for the railway station project and canal work has gone in, with a deferral for some other aspects.

f) **SPCA**

Deferred as Cllr Burgess not present.

g) **Kidsgrove Rotary**

Cllr Dickens reported that the hub is going well and that a lease has been organised.

She informed that the Dementia Friendly Project is progressing in conjunction with the Town Council.

h) **Royal British Legion**

In Cllr Dymond's absence, the Clerk reminded about the war memorial rededication on the 21st May 2022.

i) **Go Kidsgrove**

Cllr P Waring provided an update on the Easter Lamb trail over Easter and the community work alongside Appetite.

j) **Kidsgrove Leisure Centre Group**

No update as Cllr Burnett wasn't present.

k) **Talke Mining Memorial Group**

It was noted that the grant is now being progressed with the group assisted by the Town Clerk. Cllr J Waring asked about quotes in place. The need for a detailed specification was noted.

21-22-FC9-17 To receive Mayor and Clerk's reports and correspondence received.

The Clerk relayed information about the forthcoming event by the Stoke-on Trent Accordion Group on the 22nd April. The Mayor has given one her free uses of the hall to this cause.

The Clerk also updated on the Queen's Platinum Jubilee Celebrations including the beacons and the Picnic in the Park.

The Mayor updated on the Appetite Civic event that she had attended.

21-22-FC9-18 To agree the date and time of the next meeting: Annual Meeting, 19th May, 2022. 7:00pm, Victoria Hall.

Matters to be considered with the Press and Public Excluded:

21-22-FC9-19 Exclusion of press and public: To resolve under 1960 (Admission to meetings) Act to exclude the press and public due to the confidential nature of the business to be discussed.

The council resolved to move into a part 2, press and public excluded session, to consider the following items.

21-22-FC9-20 Ranger Contract – To receive and review the ranger contract for 2022-2023 and to resolve to approve subject to any agreed changes.

The Council considered the draft contract. The Clerk informed that the internal auditor had questioned the lack of provision for protection to the Town Council if the ranger was off with work for any length of time and this is likely to be noted in his report.

It was resolved that the clause relating to leave for any reason beyond the 6 weeks in the contract required amending to be fair.

21-22-FC9-21 Honorary Freemen Awards:

It was agreed that these awards need clear criteria and it was opened these are open to members of the community and not just retiring councillors.

It was agreed that a clear policy needs establishing before any considerations and that the group leaders should discuss terms with the clerk to be brought back to a future meeting.

21-22-FC9-22 Staffing Issues

Deferred.