

# Town Council

## Minutes of Meeting

Kidsgrove Town Council  
Victoria Hall  
Liverpool Road  
Kidsgrove  
Staffordshire



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### Minutes of the Full Council Meeting held on Thursday 16<sup>th</sup> June, 2022, 7:00pm. Meeting held at The Victoria Hall, Liverpool Road, Kidsgrove.

**22-23-FC2-01 Present**

Cllrs D Allport; G Burnett; C Duffy; S Dymond; S Gallimore; A Gould; D Grocott; S Jones; V Jukes; M Maxfield; J Owen; C Skelding; L Skelding; R Tait; J Waring; P Waring; A Wood.

Attending: Sue Davies (Clerk) E Norton (Assistant Clerk)

One member of the public present.

**22-23-FC2-02 To receive apologies for absence.**

Apologies for absence were received from Cllr K Johnson; C Dickens; M Stubbs.

**22-23-FC2-03 To note declarations of members' interest.**

None declared.

**22-23-FC2-04 Public Participation.**

No members of the public wished to speak.

**22-23-FC2-05 To receive and resolve to approve the minutes of the Annual Council Meeting held on the 19<sup>th</sup> May 2022.**

**Resolved:** The minutes of the meeting of Thursday 19<sup>th</sup> May 2022 were approved.

Chair .....

**22-23-FC2-06 To receive and note the following draft minutes of Committee Meetings not previously presented to Council and circulated as a committee minutes pack.**

**a) Approved minutes of the Staffing Committee held on the 14<sup>th</sup> March 2022.**

The minutes were received and noted by the Council.

**b) Draft minutes of the Events and Community Committee Meeting of the 28<sup>th</sup> April 2022.**

The minutes were received and noted by the Council.

**c) Draft minutes of the Finance and General Purposes Meeting held on the 6<sup>th</sup> June 2022.**

The minutes were received and noted by the Council.

**22-23-FC2-07 Finances:**

**a) To receive the end of year accounts dated 31<sup>st</sup> March 2022, including the accounting statements, and to receive any comments**

The end of year accounts were received by the Council, and it was noted that the completion and approval of the Annual Governance Statement will be required by the Council upon completion of the Internal Audit but prior to the end of June 2022. It was agreed that an extraordinary meeting would be held on Wednesday 29<sup>th</sup> June to approve the end of year accounts.

**b) To receive the asset register dated 31<sup>st</sup> March 2022 approved by the Finance and General Purposes Committee on the 6<sup>th</sup> June 2022.**

The asset register dated 31<sup>st</sup> March 2022 was received and noted by the Council.

**22-23-FC2-08 Audits 2021 - 2022**

**a) To receive an update on the internal audit from the Clerk/RFO**

The Clerk provided an update in regard to the internal audit which is underway and should be received back over the coming week.

**b) To receive an update on the external audit (Mazars) from the Clerk/RFO**

The Clerk advised that once the annual governance statement is approved, the accounts will be sent to Mazars to complete the external audit.

**22-23-FC2-09 Code of Conduct**

The Clerk explained a change undertaken to the document this year that has been adapted to reflect what is recommended by the Local Government Association. The Code of Conduct was reviewed and approved.

**22-23-FC2-10 Grant Policy.**

This item was deferred until the meeting of Wednesday 29<sup>th</sup> June to allow those not able to review the revised Grant Policy recommended by the Finance and General Purposes Committee, to receive the document via email.

**22-23-FC2-11 Grant Applications:**

**a) Large Grant scheme -Rotary Corps:**

The recommendation was approved from the F&GP Committee to set aside £1000 of the 2022-23 budgeted grant money towards the funding of a van to be payable subject to the Rotary Corp confirming the further money required has been sourced. It was also agreed to delegate any further decisions regarding paying the £1000 grant to the Finance and General Purposes Committee.

**b) Large Grant Scheme -Kidsgrove Lads and Dads.**

The recommendation of the F&GP committee to approve a grant of £1000 to Kidsgrove Lads and Dads was agreed.

**c) Large Grant Scheme -Staffordshire Clubs for Young People.**

The recommendation of the F&GP committee to approve a grant of £1000 to Staffordshire Clubs for Young People was agreed.

**22-23-FC2-12 To receive any feedback from the Town Council's representatives on other bodies.**

**a) Staffordshire County Council (Cllrs Burnett and J Waring)**

Cllr J Waring advised that the grass cutting in the area has been delayed but is now being undertaken. Cllr J Waring also informed those present that in regard to Highways, speeding was being investigated on Congleton Road, Chester Road, and parking on Swan Bank. The High Street in Newchapel, and Chapel Lane Harriseahead have also received concern around school drop-off and parking.

Cllr Burnett updated that the road resurface works at the traffic lights on the Kidsgrove Bank had been completed. Cllr Burnett also advised that further works were being undertaken around the lights on at the junction of Liverpool Road and First Avenue.

**b) NULBC (all Borough Councillors present)**

Cllr Allport reported that the parking around the business One Sure in Butt Lane was a concern and Cllr Duffy expressed concern to the speeding along Beech Drive. It was discussed that the Speedwatch group could investigate this further.

Cllr J Waring informed members that The Queen's Jubilee Baton will be passing through the area on Monday 18<sup>th</sup> July 2022 in respect of the Commonwealth Games. It will be at the Harecastle Tunnel between 12-

12.30pm with Cllr Burnett present. It will then move onto the Newchapel Recreation Ground between 12.30-1.00pm where Cllrs P and J Waring will be present, and the Olympic gold medallist Kyle Evans will be cycling around the pump track with the baton. All councillors were invited to attend and share the information within the community. The Clerk requested the information be sent over and she would circulate throughout the members.

**c) Kidsgrove LAP (Cllr J Waring)**

Cllr J Waring advised that a meeting had not yet taken place to provide an update.

**d) Talke and Butt Lane LAP (Cllr D Allport)**

Cllr Allport also advised that their AGM meeting had not yet taken place to provide any further update.

**e) Town Deal Board (Cllr P Waring)**

Cllr P Waring advised that an update would be provided in Part 2.

**f) Kidsgrove Rotary (Cllr Dickens)**

Cllr Dickens was not present to provide an update.

**g) Royal British Legion (Cllr Dymond)**

Cllr Dymond provided an update on the meeting held by the Royal British Legion in the week previous. The poppy appeal is already underway seeking volunteers to man a stand at Tesco, Kidsgrove. There is also plans for a ticketed formal dinner event to be held at the Masonic Hall on 7<sup>th</sup> October with further details to be advertised. Cllr Dymond also advised of the successful rededication event that took place at the Memorial Gardens in May, and that the wall of plaques is continuing to grow and further requests are always being received. Cllr Dymond requested that fruit trees may be planted in the garden.

**h) Go Kidsgrove (Cllr Waring)**

Cllr P Waring updated following a meeting held by Go Kidsgrove that plans are underway for activities in the town aimed particularly for Children. Cllr P Waring also updated that Signs being provided with the grant awarded by the Heritage Lottery should now be moving ahead. Cllr Waring also invited all to attend the Go Kidsgrove meetings that take place every second Tuesday of the month.

**i) Kidsgrove Leisure Centre Group (Cllr G Burnett)**

Cllr Burnett provided an update in regard to documents being handed into the NULBC and that staff have now begun training with an intended opening date around the of July.

**j) Talke Mining Memorial Group**

Cllr Dymond updated that the initial grant application has been submitted and they are now waiting on a response to progress further.

**22-23-FC2-13 To receive any Mayor's items, Clerk's reports and correspondence received.**

The Clerk informed she had received communication from the Kidsgrove Leisure Group in regard to the plaque being installed in the centre to mark the support provided by Kidsgrove Town Council. Details will be discussed with the Mayor and the Clerk will confirm back to the Leisure Centre.

**22-23-FC2-14 To agree the date and time of the next meeting: Wednesday 29<sup>th</sup> June 2022, 7:00pm Victoria Hall, Kidsgrove.**

The council agreed the date and time of the next meeting.

**Matters to be considered with the Press and Public Excluded:**

**22-23-FC2-15 Exclusion of press and public:**

It was resolved under 1960 (Admission to meetings) Act to exclude the press and public due to the confidential nature of the business to be discussed.

**22-23-FC2-16 To receive a verbal report from Cllr P Waring regarding the Town Deal Board plans and proposed future Town Council involvement**

Cllr P Waring updated with regards the Town Deal Board plans. A document of intent was read out by Cllr P Waring and it was agreed by a majority show of hands to submit the document as an understanding of the project as it progresses.

**22-23-FC2-17 To receive an update from the Staffing Committee on the resignation of the Clerk and to agree the proposed recruitment program.**

Cllr P Waring updated details discussed at the Staffing Committee meeting, and it was agreed to allow the Staffing Committee to proceed with the recruitment process for the vacant position immediately. The Clerk advised of her reduced working hours until her final day at Kidsgrove Town Council in August.