

Streethay Parish Council

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NOTICE OF A MEETING

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To All Members of the Parish Council

You are hereby summoned to attend the Streethay Parish Council Meeting to be held at **Fradley Village Hall on Tuesday 26 September 2023, commencing at 7pm**, the following business will be transacted. Any Councillor unable to attend should forward their apologies to the Parish Clerk.

Clare M Orme

Clare Orme, Clerk/RFO to Streethay Parish Council

PARISH COUNCIL MEMBERS

Cllr Harry Warburton (Chair)

Cllr Kate Hull (Vice Chair)

Cllr Dean Baker

Cllr Michael Cowley

3 current 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, 15 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, 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.
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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

23/48 - To receive and approve apologies for absence. – (1 min)

23/49 - Declaration 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 LGA 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.

23/50 – Co-Option of Councillors (5 mins)

23/51 – Adjournment for Public Speaking. – (15 min)

- a. To adjourn the meeting for 15 minutes to allow members of the public, 3 minutes each, to make representation on the business on the agenda up to a total of 15 minutes This also includes any District or County Council Ward Members in attendance. No resolutions can be made under public speaking.
- b. 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.

23/52 - Variation to the Order of Business. – (1 min)

23/53 - To confirm and agree as a true record the minutes of the Parish Council meeting held at Fradley Village Hall on 13 July 2023 at 7pm. – (1 min)

23/54 – Finance – (10 mins)

- a. To consider the following payments, any payments required after publication of the agenda will be advised at the meeting.

PAYEE	DESCRIPTION	AMOUNT	POWER
August 2023			
D Beaumont	Handyman Services	144.00	Open Space Act 1906 s9,10
SJL Landscapes	Monthly Ground Maintenance May 2023	497.98	Open Space Act 1906 s9,10
Vision ICT Ltd	Admin Fee Website and Email	79.20	Website LGA 1972, s142
Fradley Village Hall	Room Hire May and June 2023		LGA 1972 s111
Salaries, Tax, NIC, Pension		1,776.04	LGA 1972 s112 – 119
September 2023			

D Beaumont	Handyman Services	180.00	Open Space Act 1906 s9,10
SJL Landscapes	Monthly Ground Maintenance May 2023	497.98	Open Space Act 1906 s9,10
Mazars	External Audit 2022/2023	756.00	LGA 1972 s111
Salaries, Tax, NIC, Pension		1,750.60	LGA 1972 s112 – 119
Unity Trust Bank	Bank Charges	18.00	LGA 1972 s111

- b. **To consider the unaudited accounts from 01.04.2023 to 31.08.2023 – Including all reports provided by the RFO including Actual against Budget, cash book income and expenditure, bank rec, unrepresented cheques list etc.**

Bank Balance as at 30.04.2023

	30.06.2023	31.07.2023	31.08.2023
Current Account	90,098.28	87,529.84	85,032.00
Less unrepresented chq's	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
Total	90,098.28	87,529.84	85,032.00

- c. **To consider the external Auditors Report for the Financial Year End 2022/2023**
- i. **On the basis of their review section 1 and 2 of the Annual Governance and Accountability Return, in their opinion the information in section 1 and 2 of the Annual Governance and Accountability Return is in accordance with proper practices and no other matters have come to their attention giving cause for concern that relevant legislation and regulatory requirements have not been met.**
 - ii. **Other matters effecting their opinion which they would draw to the attention of the authority. – There were none**
 - iii. **Minor Scope for Improvement in 2023/2024 –** In undertaking the review of the 2022/2023 Annual Governance and Accountability Return, it came to the External Auditors attention that in 2023, the council had not met the requirements of the 2015 Accounts and Audit Regulations to start the period of 30 working days for the public to inspect the accounts the day after the AGAR was published and to do so as soon as possible after it was approved. The Council should ensure that in 2023/2024 they comply with this regulation.
- d. **Consider if the Parish Council should opt-out of the External Audit process or stay with the central external auditor appointment regime.**
- e. **Unity Trust Bank – FSCS Annual Review 2023 – To note that the Clerk has already completed the information for Unity Trust and emailed the information back to them on 05.09.2023**
- f. **To note that the Clerk has amend the Microsoft 365 billing details to Streethay Parish Council. The Clerk will pay the monthly subscription of £20.64 per month and claim this back via expenses through Streethay Parish Council. Streethay Parish Council will then invoice Fradley Parish Council for half of the cost each month, until such time that Fradley Parish Council can set up their own subscriptions through their own bank accounts.**

23/55 – Planning (5 mins)

- a. Applications for consideration - Town and Country Planning Act 1990, Sched. 1, para.8 - Right to be notified of planning applications if right has been requested. Any application received after publication of the agenda will be advised at the meeting.
- b. Streethay Members who are also Members of LDC's Planning and/or Licensing Committee provide comments as a preliminary view only at this stage, and they may change their view when they hear all the evidence at a meeting of Lichfield District Council's Planning and/or Licensing Committee.

Application No.	Location	Proposal	Comments by
23/00526/HST	Land East Of Streethay Farm, Lichfield, Staffordshire,	Schedule 17 Application : Construction of South Staffordshire Line Overbridge, A38 Rykneld Street Overbridge, A38 Southbound Slip Road Overbridge, Streethay Retaining Structure and associated engineering earthworks and associated fencing and safety barriers, access tracks and cutting	17.08.2023 – No comment out of time
23/00526/HST	Land East Of Streethay Farm, Lichfield, Staffordshire	Schedule 17 Application : Construction of South Staffordshire Line Overbridge, A38 Rykneld Street Overbridge, A38 Southbound Slip Road Overbridge, Streethay Retaining Structure and associated engineering earthworks and associated fencing and safety barriers, access tracks and cutting	04.10.2023

c. To note the outcome of the following planning applications:

- a. Planning Decision for 23/00531/FUH – Approved
- b. Planning Decision for 23/00616/FUL - Approved

23/56 - Update Proposed Community Centre project – (10 mins)

- a. Update on last meeting with LDC Officers – 06.09.2023 including to note the notes of the meeting.
 - i. Look at the possibility to secure the car park/ security barriers/who would monitor this so that you don't just keep people parking the car and then walking to the train station
 - ii. Develop Parish brief further and start to send community surveys out to the public
 - iii. Consultation to be discussed and considered at the next committee meeting - 26th September @ 7pm
 - iv. The Clerk to provide HM with contact details of contact at HS2 – **Clerk sent email with the contact details as requested on 12.09.2023**
 - v. Additional licences would be required should the parish wish to serve alcohol from the site

23/57 – Parish Split (2 mins)

- a. Clerk Report on the Bank Closure – Consider the report and agreed final figures of what should be paid over to Fradley Parish Council.

23/58 - Clerk Report – Items for discussion – (5 mins)

- a. Play Inspection Reports completed by the Handyman

- b. Update on the Ground Maintenance Contract from 01.04.2024 – Draft Tender Docs
- c. To note that the tree work to fell the conifer tree on the triangle, scheduled for 06.09.2023, was postponed by SCC due to traffic management being required and other road works in the area over running.

23/59 - Clerk Report – To note the items for Information – (1 mins)

23/60 - Date and time of the next Parish Council Meetings to be confirmed as 17 October 2023 at Fradley Village Hall commencing at 7pm. – (2 mins)