



Caverswall Parish Council

Clerk to the Council – Lynn Cantlay, The Gables, 504 Weston Road, Stoke-on-Trent, Staffordshire, ST3 6QD
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MINUTES OF MEETING HELD ON THURSDAY 4th APRIL 2013 AT CAVERSWALL VILLAGE HALL

Present: Cllrs. Paul Roberts, Edna Durose, Shirley Cartwright, Malcolm Dean, Mary Buttanshaw

Apologies: C. Cllr Day

Members of the Public: None

Subject	Description	Action
APOLOGIES	None	
PUBLIC QUESTIONS	None	
MINUTES	Cllr Cartwright requested her comments re location of the plaque for the Jubilee Trees be added – she was not agreeable to it being mounted on a stone adjacent to the gate to the car park, it should be more visible near to the actual trees, this has been duly and added to the minutes. It was subsequently resolved that the minutes of the previous Meeting were to be signed as a true and correct record.	Clerk
DECLARATION OF INTEREST	None	
REPORTS COUNTY/DISTRICT COUNCILLORS	044/13 County Councillor – not present 045/13 District Councillor – Sheepwash still ongoing awaiting better Weather. Caverswall Castle been to court and pleading not guilty to having functions case still no going.	
HANDYMAN/ LENGTHSMAN REPORT	046/13 Received SMDC money for 2012-13 on 2 nd April 2013 (£400.00) Cllr Cartwright wanted clarification on jobs he does and where –under SMDC scheme does litter picking mainly in the main area of village, and does 8hrs per month.	
MATTERS ARISING FROM PREVIOUS MEETINGS	047/13 HIGHWAYS ISSUES Neighbourhood Highways Team (NHT) Due to be in Caverswall either next week or week after and are to be working on The Dams – Clerk advised what this entailed to Council. 048/13 Trees/Barriers – The Dams : (034/13, 021/13,05/13,083/12,068/12,055/12,044/12,035/12,024/12) Clerk met with Rob Steele 19 March agreed that kick barriers can go up on roadside towards School Lane. Clerk to obtain further quote for thee barriers and let all Cllrs know quoted price – max budget of£1000 for kick barriers. SCC to provide posts to go on entrances to car parks. . Rob appalled by amount of dog fouling on verges, he will speak to Vicky Ellis(SMDC) about this to see what can be done between them to tackle the problem.	

Signed

Date ...13th May 2013

Subject	Description	Action
	<p>Three further trees can be planted on the verges nearest The Square, Clerk to chase N & J Trees.</p> <p>Plaque re Jubilee Trees – Cllr Cartwright to get design done then let Clerk have a copy so she can get approval from C. Cllr Day and Rob Steele as to where it can be placed on the verge near to the trees.</p> <p>049/13 Land Registry (036/13, 025/13, 010/13, 093/12) Still pursuing. Clerk has also spoken to the Bass Museum at Burton who are going to look in their archive to see if they can find anything. Also to look into the possibility of registering land without title deeds (possessory title). Whilst investigating with Carney Solicitors they have supplied a copy of the signed lease and counter lease with the Village Hall for the land the hall use.</p> <p>050/13 Car Park Use (037/13, 023/13) Nothing received from Village Hall on this. Clerk to write another letter asking for a response. NB Clerk received letter from Village Hall the following day therefore no letter was sent. To be discussed at next meeting.</p> <p>051/13 Keys to Village Hall (038/13, 024/13, 08/13, 090/12, 078/12, 063/12) Still no response on this.</p> <p>052/13 Dog Fouling Problems (040/13) Clerk spoke to Vicky Ellis re The Dams who is sending signs to use.</p>	<p>Clerk</p> <p>SC Clerk</p>
CORRESPONDENCE	<p>053/13 Comm Councils Re Membership</p> <p>NHS Re new Clinical Commissioning Groups</p>	
FINANCE	<p>054/13 YEAR END ACCOUNTS: Clerk provided all Councillors with y/e balance, payment and receipt sheets in accordance with financial regulations.</p> <p>Bank balances @ 31st March 2013 Current Account – £692.91 Instant Access Account – £8727.27 Contingency Account - £2096.29</p> <p>PAYE YEAR END: Year end P35 completed and successfully submitted to HMRC.</p> <p>055/13 Payments: The following accounts were approved for payment:- Mrs L Cantlay – Clerk Salary and Expenses - £199.54 and £32.88 (NB Cllr Roberts proposed paying Clerk for 10 extra hrs as she has spent long time updating the Risk Assessment - this was agreed by all Cllrs.) HMRC – 4th quarter payment 2012-13 - £61.40 (set up to be paid on 18th April)</p> <p>TOTAL PAYMENTS THIS MONTH - £293.82 Transfer – none required</p>	

Signed

Date ...13th May 2013

Subject	Description	Action
	<p>Receipts: SCC – Grass Cutting Agreement 2012-13 - £825.00 SMDC – 2012-13 Lengthsman Scheme - £400.00 Cav & CH Village Hall – Rent re lease of land - £25.00 Interest on Instant Access Account – 0.33p TOTAL RECEIPTS RECEIVED - £1259.33 NOTE –Clerk Advised Council that no rent had been received from St Peters School for rent of the land last year, Clerk to write to the Head. Bank Balances after this month’s payments, receipts, transfer – Current Account - £399.09 All other accounts as year end figures above</p>	
PLANNING MATTERS	<p>056/13 Applications: none received – send letter to Planning re not getting plans. Decisions: St Filomenas School – 12/01342/FUL – addition of classroom to south of the school building – APPROVED 77 School Lane – proposed demolition of existing agricultural/equestrian building and construction of replacement building with ancillary ménage – APPROVED Appeals: None Enforcement: see D. Cllr report</p>	
NEW BUSINESS	<p>057/13 Risk Assessment A copy of this was given to all Cllr for comments etc at next meeting. 058/13 Stocks – Need price Cllr Roberts to look at them. Cllr Durose reported Millennium Garden sign to be re-vamped and tidied when weather improves.</p>	
DATE OF NEXT MEETING	<p>Monday 6th May 2013 at 7.00pm (THIS IS THE ANNUAL MEETING) Caverswall Village Hall</p>	
MEETING CLOSED	<p>9pm</p>	

Signed

Date ...13th May 2013