

# CAVERSWALL PARISH COUNCIL

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Chair of the Council: Cllr Paul Roberts

Parish Clerk: Mrs Lynn Cantlay

## MINUTES OF VIRTUAL ZOOM MEETING HELD ON MONDAY 2<sup>nd</sup> NOVEMBER 2020

**Present:** Cllrs P Roberts, E Durose, M Dean, A Marshall, M Dean, R Ward, M Gibson,  
R Ward (arrived part way through meeting)

**Apologies:** None

**Members of the Public:** Pratheesh Shanmuganathan

Subject	Description	Action
<b>APOLOGIES</b>	None	
<b>PUBLIC QUESTIONS</b>	Pratheesh said he would be putting a post on his Facebook page tomorrow to say anyone needing help during the forthcoming Lockdown to contact him. Clerk to put post on the Council page and also to put post on to say contact any of the Parish Council if help is needed.	Clerk
<b>MINUTES</b>	It was resolved that the minutes of the last meeting were true and correct and the Clerk will sign a copy as a true and correct record and retain this for Council records when it is safe to meet it will also be signed by the Chair	
<b>DECLARATION OF INTEREST</b>	None	
<b>REPORTS COUNTY/DISTRICT COUNCILLORS</b>	<b>County Councillor</b> – no report all Covid-19 related issues at moment. <b>District Councillor</b> – no report	
<b>HANDYMAN/ LENGTHSMAN</b>	<b>Handyman</b> – not much done this month due to bad weather etc any work done will be tagged on to next month. <b>Lengthsman</b> – planning to do hedge on The Dams tomorrow, last cut (15 <sup>th</sup> ) of playing field as soon as ground suitable to get on, verges on Saturday, will remove dead tree on the edge of car park in next few weeks, will repair the two verges on School Lane at some point during the winter and will let Clerk know beforehand so letters can be delivered to the properties adjacent to the verges.	
<b>MATTERS ARISING FROM PREVIOUS MEETINGS</b>	<b>HIGHWAYS ISSUES:</b> <b>General</b> – <b>79/20 – Grids and Drains</b> – no report <b>80/20– Footpaths</b> – no new reports	

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Signed .....

Date 7<sup>th</sup> December 2020

Subject	Description	Action
	<p><b>81/20 Bus shelter – roof</b> (66/20, 56/20, 45/20, 33/20, 20/20, 04/20, 93/19, 68/19, 59/19, 50/19) On going</p> <p><b>82/20 Seat by stocks on tree in The Square</b> (67/20, 57/20, 34/20, 21/20, 05/20, 94/19, 80/29, 69/19, 51/19) Clerk has sent letter to Neil Chandler, but no reply received.</p> <p><b>83/20 Register of playing field land</b> (68/20, 59/20, 48/20, 36/20, 23/20, 07/20, 97/19, 82/19, 71/19) On-going.</p> <p><b>84/20 Christmas light -Tree in The Square</b> (69/20, 49/20, 39/20, 27/20, 12/20, 104/19) On-going. As Christmas is getting closer and we have not been able to progress sorting tree lights Cllr Marshall suggested obtaining some solar powered lights which could be used this year. It was agreed by all Councillors to go ahead and order these. Cllrs all agreed that Cllr Marshall to be reimbursed for these when they had arrived.</p> <p><b>85/20 Playing Field –tree condition</b> (70/20, 61/20) Lengthsman to remove in the next few weeks. Cllr Roberts had received an email from Kathy Egginton about a Chestnut sapling she had been given asking if it could be planted on the playing field. It was agreed by all Councillors that permission was to be given and it should be planted near to where the tree being removed is.</p> <p><b>86/20 High Street – Increase in Traffic and Signs</b> (72/20, 62/20) Cllr Clayton asked if we had been in communication with schools overuse of High Street. Clerk advised that a draft letter had been done regarding child safety concerns. Clerk to add that High Street is an access only route it is not a thoroughfare and therefore should not be used by parents to access car parking at The Red House. Clerk to circulate draft letter to all Councillors for comments prior to sending to school. Re signs – these have been produced and Cllr Roberts is obtaining the necessary fixing to ensure that they are secure and do not disappear as did the previous signs then will put these in place.</p> <p><b>87/20 Tree in the Square – condition</b> (73/20, 65/20) Still no response from Steve Massey. See also 84/20 above re lights.</p> <p><b>88/20 Village signs –</b> (74/20) Clerk reported that Amazon vouchers had been sent to the two girls who are delighted to receive their vouchers, and both have thanked the Council.</p> <p><b>89/20 New Noticeboard/Visitor Information</b> (77/20) This is on order and we should have layout for header during w/c 9<sup>th</sup> November with delivery either the end of that week or beginning of the week after.</p>	<p>AM</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>PR</p>

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	<p><b>90/20 Parish Website</b>            (78/20) Clerk has been in contact with Steve Baggaley who is giving some thought to this and will get back with ideas. Other IT website builders to be contacted for quotes as per CPC regulations.  <b>Unresolved Items:</b> None</p>	Clerk
<b>CORRESPONDENCE</b>	TSB – Bank statement	
<b>FINANCE</b>	<p><b>91/20 Accounts</b>  <b>Payments:</b>            The following payments were made between the October meeting and this meeting (prior to making payments the Clerk emailed the Chair, Cllr Roberts, for approval to pay, he approved – these payment falls under Financial Order Section 4.1 powers for the Clerk, with approval from the Chair, to pay any item up to £250.00)</p> <p>Eon Highways Lighting - £228.84 *            (NB statement arrived by email on 8<sup>th</sup> October but the date of the invoice on that statement was 28<sup>th</sup> September, this was never received.)            M. Brennan (Grafix Signs) No wide vehicles etc - £100.00 *</p> <p>The following accounts were presented for approval: -            Mrs L Cantlay – Clerk Salary and Expenses – Nov           £266.40 *            Town &amp; Country – Lengthsman work – Oct invoice       £ 228.00 *            Mr A Marshall – reimbursement for security bollards   £ 143.40 *  <b>TOTAL PAYMENTS THIS MONTH - £645.79</b>            * - indicates payments to be made via Internet Banking Faster Payment – all were accepted and approved for payment at the meeting.            Transfer: £700.00  <b>Receipts:</b>            Bank Interest – October (both accounts) – £9.69            Total Receipt - £9.69</p> <p><b>Bank Accounts (after any payment or receipts made):</b>            Current Account - £173.75 after payments made            Instant Access Account - £8,464.44            Contingency Account - £16,396.58</p>	
<b>PLANNING MATTERS</b>	<p><b>92/20</b>  <b>Applications</b> – none received  <b>Decisions</b> – Caverswall Castle – three applications went before the Planning Committee on 22<sup>nd</sup> October 2020 – SMD/2017/0252 &amp; 0253 and SMD/2018/0578 – two were refused one approved.  <b>Appeals</b> – none  <b>Enforcement Matters:</b> none</p>	
<b>NEW BUSINESS</b>	<p><b>93/20 Hedges in the Village</b>            The condition of several hedges was discussed.</p>	

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	<p><b>The Dams/School Lane</b> – the hedges on the Caverswall Castle boundary are overgrown and need cutting back, also there is wooden fencing within the hedge that is broken and that need replacing to prevent access to the Castle grounds – there are concerns over safety issues. Contact to be made with people responsible for property at the moment.</p> <p><b>School Lane after bridge towards Catchums Corner</b> – hedges on both sides of road encroaching into road and therefore narrowing the carriageway. Clerk to contact landowners of hedges on both sides asking them to cut hedges back asap.</p>	<p>Clerk</p> <p>Clerk</p>
<b>MEETING CLOSED TO PUBLIC</b>	The meeting was then closed to members of the public at 7.35pm in order for Confidential Matters to be discussed with Councillors only present.	
<b>DATE OF NEXT MEETING</b>	<p>Monday 7th December 2020 start time to be confirmed.</p> <p>NOTE : This may be a virtual meeting if Government directives re Covid-19 are still in place regarding physical meetings.</p>	
<b>MEETING CLOSED</b>	8.16 pm	

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