

SHUSTOKE PARISH COUNCIL

Minutes of the meeting of the Parish Council held on 22nd August 2016 at Shustoke Village Hall

Ordinary meeting

1. **Present:** Cllrs Chandler, Fox, Knight,
2. **Apologies:** None received
(Clerk to clarify procedures for non-attendance of members at quarterly meetings and notify rule to all parish councillors by email)
3. **Declarations of Pecuniary and Non-Pecuniary Interest:** None
4. **Public Session (Lasting a maximum of 30 minutes)** No public attended
5. **Previous Minutes:** Minutes from 13th June 2016 parish meeting were agreed unanimously, proposed by Cllr. Fox and seconded by Cllr. Knight accepted in full, without amendment.
6. **Matters arising:** None.
7. **Confirmation of Shustoke Parish Council Meeting dates for 2016-2017 and 2017-2018:** The dates for the forthcoming quarterly parish council meetings were shared and distributed to attending members for reference. Clerk to email copies to absent councillors and ensure dates are entered on website/noticeboard.
8. **Agreement of a date for the Annual Parish Meeting** (between March and June 2017): Chair had taken advice from John Crossling of WALC and the Annual General Meeting for 2017 was discussed. Members agreed that it would be preferable to set the date for after the scheduled WCC elections due in May next year. Initial plans and ideas were raised regarding the next AGM and the format of the Shustoke Chairpersons Report which is presented at that meeting. It was unanimously agreed to discuss this further at the next parish council meeting on 14th November 2016. (Clerk to include on agenda)
9. **Planning:** correspondence discussed including -
 - Letter from **Biogen**, the owner and operator of the anaerobic plant at Merevale Lane, Baxterley, regarding the recent distribution of digestate in and around the parish. (www.biogen.co.uk) Cllr. Knight suggested the Clerk contact the company to arrange a site visit to the Merevale Plant, if a sufficient number of residents were interested. Please contact Clerk directly on clerk@shustokeparishcouncil.org.uk if you wish to attend.
 - Communication from NALC regarding the recent survey on community led housing. Members felt that they did not have a specific opinion regarding this survey. However if any residents are interested please view the link: - https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/508193/HMT_Budget_2016_Web_Accessible.pdf If residents wish to comment please contact the Clerk directly by email by 18th September 2016.

It was unanimously agreed that all councillors will be emailed with applicable planning applications (for Shustoke Parish and any other relevant larger applications that may affect the parish) once received by the Clerk. It is then the individual councillor's responsibility to respond to the Clerk within 7 days of

receipt of the planning email – otherwise it will be assumed that the recipient councillor has NO objections, observations or comments about the attached planning notification.

10. Financial Reports: The AMS (Advanced Maintenance Services) Ltd grass cutting invoice for £373.30 for July is paid.

11. Sports Field Car Park, Grass cutting/flower beds and planters

- Chair updated the members with confirmation that the Sports Field Car Park should be completed in September.
- Clerk instructed to notify the allotment association and the school as soon as a date is received for the completion of these works.
- Members requested the new Clerk to introduce herself to AMS contractors and to request the planting schedule for the forthcoming weeks. Members communicated at the meeting that the delay in planting this year was due to the specific selection of plants being chosen, to ensure a full and continuous bloom/show of colour 'all year', wherever possible.

12. Co-option of members for two Councillors: As there has been no response to the public notice, in both the parish noticeboard and on various websites, for the two councillor vacancies, it was agreed the parish council will now receive applications for the co-option of two new councillors.

Clerk to advertise following on website: If anyone is interested to become a Shustoke Parish Councillor please make an application by email or letter to the Clerk. Please post to 17 Doris Road, Coleshill, B46 1EJ or email clerk@shustokeparishcouncil.org.uk

13. Correspondence/Parish Clerk

- New parish Clerk has been appointed as from 1st July 2016 to work 22.5 hours per month. Helen Whittaker can be contacted by email clerk@shustokeparishcouncil.org.uk or evenings on 01675 238643.
- Email received from the Tidings Magazine editor providing contact details and printing dates.

Meeting closed at 8.30 pm

Date of next meeting: Monday 14th November 2016

Approved on:-

Certified: - Chair/Cllr