

## Quinton Parish Council

### Annual meeting of the Parish Council

Tuesday 24<sup>th</sup> May 2022  
Quinton Village Hall 7.30 pm

Present: Cllr Robert Spooner (Chairman)

Cllr Edward Fitter

Cllr Paul Milliken

Cllr Chris Watson

Mrs M Norman (Parish Clerk and Responsible Financial Officer)

Also present: Cllr Izzi Seccombe and 1 member of the public

1	<b>Election of Chairman:</b> Cllr Robert Spooner was unanimously elected Chairman of the Parish Council.
2	<b>Apologies:</b> Apologies for absence were received from Cllr Andy Smith and Cllr Abbie Taylor.
3	<b>Declaration of interests.</b> There were no declarations of interest.
4	<b>Declaration of acceptance of office:</b> The Chairman signed the declaration of acceptance of office in the presence of the clerk and councillors.
5	<b>Election of Vice Chairman:</b> It was agreed to defer this item until a later meeting.
6	<b>Minutes of the previous meetings:</b> The minutes of the previous meetings on the 19 <sup>th</sup> and 29 <sup>th</sup> April 2022 were unanimously agreed as an accurate record and were signed by the Chairman.
7	<b>Questions from the public:</b> There were no questions from members of the public.
8	<b>Annual Governance and Accountability Return Part 3:</b> <ul style="list-style-type: none"><li>a) The Council received and approved the internal auditor's report.</li><li>b) The Council approved the Annual Governance Statement which was signed by the Chairman and clerk.</li><li>c) The Council approved the Accounting Statements which were signed by the Chairman and clerk.</li></ul>

9	<p><b>Any matters from the Chairman:</b> The Chairman had made a detailed report during the Parish Meeting which preceded the Parish Council meeting so added only a few brief points. He had requested estimates for the proposed work at the Fordway from Thomas Fox. He also suggested placing some benches on the Fordway playground. The verges on Back Lane were in need of repair.</p>
10	<p><b>Neighbourhood plan:</b> Cllr Milliken said that the Neighbourhood Plan was with the external examiner and it was now a matter of waiting for his report.</p>
11	<p><b>Review of Financial Regulations:</b> The Council reviewed the Council's Financial Regulations and agreed that no amendments were necessary.</p>
12	<p><b>Review of Standing Orders:</b> The Council reviewed the Council's Standing Orders and agreed that no amendments were necessary.</p>
13	<p><b>CPR/AED Training:</b> It was resolved to allocate the sum of £150 to provide for CPR/AED training. This would provide a half day training course for up to 15 people. It was agreed that users of the village hall should be given the first offers of training. If there were insufficient numbers it may be possible to join forces with representatives from Marston Sicca Parish Council.</p>
14	<p><b>Signage on playing field:</b> It was agreed that up to £250 should be allocated to pay for signage on the playground outside the village hall. The signs would advise of the prohibition on dogs and e-scooters.</p>
15	<p><b>Dog waste bin:</b> It was agreed to defer this item until a later meeting. In the interim the clerk was asked to investigate whether the Council would be able to place a litter bin on the green space on the Goose Lane development given that this was not Parish Council land.</p>
16	<p><b>Allotment tools:</b> This item was also deferred to a later meeting.</p>
17	<p><b>Planters and seats*:</b> The Chairman had forwarded pictures of the type of seating he had in mind for the Fordway playground. It was agreed to discuss these further at a future meeting.</p>
18	<p><b>Planning applications:</b></p> <ul style="list-style-type: none"> <li>i) 22/00795/FUL Radbrook Farm, Preston-on-Stour: application for permanent retention of an agricultural worker's dwelling under application ref 18/03361/FUL. No representation was made to this application.</li> <li>ii) 22/00114/OUT Willicote Farm, Clifford Chambers: hybrid planning application for the change of use of land and existing buildings from equestrian/employment use to a wildlife park visitor attraction. This application would be considered further.</li> </ul> <p>The results of the following planning application were noted:</p>

- i) 22/00858/FUL 7 Stileman's Close: dropped kerb to allow for off road access and parking. Application withdrawn.

19 **To receive receipts and payments records for the quarter:**

The Council received the receipts and payments records previously circulated and agreed them as an accurate record. The Chairman signed the supporting documentation.

20 **To receive any correspondence:**

There was no correspondence to be noted.

21 **Councillors' reports and items for future agenda.**

It was noted that a resident was attempting to clear the overgrowth at the back of the Close. It was believed that this is Orbit owned land and they should be undertaking the maintenance.

Cllr Watson reported that he had not yet had time to effect any repairs to the seesaw but would do so as soon as possible.

22 **Accounts for payment and finance matters:**

The following payments were noted and approved:

- i) BT (broadband) - £65.15
- ii) HSBC (bank charges) - £9.00
- iii) WALC (annual subscription) - £791.00
- iv) Clerk's salary - £\*\*
- v) HMRC (income tax) - £\*\*
- vi) Thomas Fox (grass cutting) - £1,605.24
- vii) Village Hall (hire of hall) - £48.00
- viii) BT (broadband) - £65.15

23 **Dates of future meetings:**

The following dates were set:

19<sup>th</sup> July 2022

20<sup>th</sup> September 2022

15<sup>th</sup> November 2022

17<sup>th</sup> January 2023

14<sup>th</sup> March 2023

16<sup>th</sup> May 2023

The meeting ended at 9.15 pm

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