



LOGGERHEADS PARISH COUNCIL

Loggerheads Community Fire Station, Market Drayton Road, Loggerheads,
Shropshire, TF9 4EZ

Telephone: 01630 673426 Email: loggerheadspc@btconnect.com

MINUTES OF FINANCE COMMITTEE MEETING

Tuesday 18th April 2017 at 2pm - Loggerheads Community Fire Station

PRESENT:

J Vallings (Chair), J Hodgkins, A Swetman, J Pimlott, S Fox.

18/04/1 APOLOGIES:

J Knight, L Gibson, J Friend

PLANNING

(i) The meeting considered the following planning applications and commented as noted:

Application No: 17/00232/FUL **Applicant:** Mr S & Mrs B Bayfield **Proposed Development:** First floor front extension **Location:** 112 The Dale, Ashley

NO OBJECTION

Application No: 17/00267/FUL **Applicant:** Mr D Eardley **Proposed Development:** 2 steel framed buildings to form calf housing and hay store **Location:** Upper House Farm, Pinfold Lane, Almington

NO OBJECTION

Application No: 17/00114/FUL **Applicant:** Mrs B Flackett **Proposed Development:** Variation for condition 2 of planning permission 15/00693/FUL due to amended design for the erection of detached bungalow, new garage and formation of new accesses **Location:** Land adjacent to The Owl House, Tower Road, Birks Drive, Ashley

OBJECTION – The original application was for a small compact 2 bedroom bungalow which has moved, become larger on the same size plot and had a garage added. Objection to be copied to the Enforcement Officer.

Application No: 17/00111/FUL **Applicant:** Mr B & Mrs H Lingham **Proposed Development:** First floor extension over existing building **Location:** Well Farm, Napley Road, Napley

NO OBJECTION

Application No: 17/00283/FUL **Applicant:** Mr J Furnival **Proposed Development:** Single storey rear extension **Location:** 43 and 44 Eccleshall Road, Muckleston

NO OBJECTION

Application No: 16/00784/REM **Applicant:** Amber Residential Properties Ltd & Muller Developments (Loggerheads) Ltd **Proposed Development:** Application for the approval of the details for layout, internal access arrangements, scale, appearance and landscaping details relating to outline planning permission 15/00202/OUT for residential development of up to 78 units. **Location:** Land south west of Muckleston Road, west of Price Close and north of Market Drayton Road, Loggerheads.

OBJECTION – Location of the 2 bedroom houses away from the entrance.

(ii) The meeting noted the following applications have been permitted by NuLBC:

Application No: 17/00150/LEXNOT **Applicant:** Mr G Smith **Proposed Development:** Prior notification of a single storey rear extension measuring 4m in depth, 3.5m maximum height and 3.5m to the eaves **Location:** 2 The Crescent, Ashley

Application No: 17/00126/FUL **Applicant:** Mr J Stretton **Proposed Development:** Ground floor rear extension **Location:** Wick Cottage, 183 Lower Road, Ashley

Application No: 17/00050/FUL **Applicant:** Ms H Jarvie **Proposed Development:** Two storey rear extension and alterations to front porch **Location:** 19 Newcastle Road, Loggerheads

Application No. 17/00099/COU **Applicant:** Mrs J Furnival **Proposed Development:** Temporary change of use for 3 years from residential (Agricultural Tie) premises to business use for the purpose of a children's day nursery baby room **Location:** Furnhaven, Napley Road, Napley

Application No. 17/00123/FUL **Applicant:** Mr D Hollins **Proposed Development:** Single storey side extension **Location:** 5 Sandy Lane, Ashley

(iii) The meeting noted the following appeal had been dismissed:

Application No: 16/00644/FUL **Appeal Reference:** APP/P3420/W/16/3164501 **Applicants:** Miss A Westwood **Proposed Development:** Erection of a dwelling **Location:** Land adjacent 186 Lovers Lane, Hookgate **Appeal decision date:** 20th March 2017

FINANCE

18/04/2 MINUTES OF THE PREVIOUS MEETING (14TH FEBRUARY 2017)

It was noted that the minutes of the meeting held on 14th February had been approved and signed as a correct record of proceedings.

18/04/3 INVOICES AND PAYMENTS FOR CONSIDERATION

It was agreed to recommend to the full Council the payment of the following invoices:

Date	Details	Amount	Approved
18/04/2017	Carrera Website Hosting – March	£78.00	
25/04/2017	K Watkins Clerk Salary April	£926.34	
18/04/2017	K Watkins – Expenses April	£22.50	
10/04/2017	R Latham – March	£415.60	
31/03/2017	P Martin – play area inspection March x 3	£120.00	
02/04/2017	BT Internet	£27.60	
20/03/2017	SPCA – Training for clerk	£65.00	
14/03/2017	Cheshire Landscape Services – Work at Knighton railway cutting and Bell Orchard, Ashley	£320.00	
18/04/2017	Staffordshire Parish Councils Association – Membership 2017/18	£545.00	
18/04/2017	Staffordshire Community Council - Membership	£25.00	
18/04/2017	Scribe 2000 Ltd – Financial software annual licence	£339.60	

18/04/4 RECEIPTS

The meeting noted receipts from Western Power for wayleave payment of £14.50 and from Staffordshire County Council for walks booklets for £27.00.

18/04/5 INCOME AND EXPENDITURE ACCOUNT

An up-dated income and expenditure account for the year ending 31st March 2017 was noted.

18/04/6 GRANT APPLICATION

The meeting considered an application under section 137 from Hales Cricket Club to help to maintain and improve club facilities; for repairs and maintenance of equipment £1,200.00 and refurbishment of old store room at rear of club house £800.00 and decided to request further information regarding the number of players and fixtures for this summer and whether there is a recruitment plan for the future.

18/04/7 FINANCIAL REGULATIONS

The meeting considered and agreed to recommend the full Parish Council adopt the National Association of Local Councils financial regulations from April 2017 with the following limits in place:-

- (i) All grant applications to be approved by the full Council.
- (ii) Delegation to the Parish Clerk/Chair £800.00 e.g. for a fallen tree.
- (iii) 3 year forecast for budget not required, annual forecast to apply.
- (iv) Pre-loaded payment card to be used by the Parish Clerk with a maximum balance of £500.00.
- (v) Contracts greater than £3,000.00 and less than £25,000.00 must go out to tender. Contracts greater than £1,000.00 and less than £3,000.00 should have 3 quotations.

18/04/8 RISK ASSESSMENT

The meeting noted the updated risk assessment from April 2017.

18/04/9 STANDING ORDERS

The meeting agreed to carry forward standing orders with no changes for 2017/18.

18/04/10 ASSET REGISTER

The meeting noted an updated asset register to include grit bins from April 2017.

18/04/11 RENEWAL OF MEMBERSHIPS FOR STAFFORDSHIRE PARISH COUNCILS ASSOCIATION AND STAFFORDSHIRE COMMUNITY COUNCIL

The meeting agreed the renewal of memberships for 2017/18 for the SPCA £545.00 and the SCC £25.00, both unchanged from last year.

18/04/12 RENEWAL OF FINANCIAL SOFTWARE ANNUAL LICENSE

The meeting agreed the renewal of the license for the financial software for 2017/18 in the sum of £339.60.

18/04/13 PRE-PAID CARD

The meeting approved the use of a pre-paid payment card by the Parish Clerk as the Council's Financial Responsible Officer with the Finance Committee Chair as back up. The card would be kept securely and limited to a credit balance of £500.00 with a possible fee of up to £10.00 per annum for the facility.

18/04/14 END OF YEAR AUDIT

The meeting was updated the internal audit is complete and would now be referred to the full Parish Council to be signed off prior to being sent to the Audit Commission.

18/04/15 COMMUNITY TRANSPORT PROVISION

The meeting was updated that Cllr Knight is seeking confirmation from the groups that said they would make use of this facility and advice has been sought from Staffordshire Parish Councils Association on what basis a minibus could be leased by a Parish Council.

18/04/16 FULL PARISH COUNCIL MEETING: 20th MARCH 2017

The meeting noted the minutes of the meeting held on 20th March are unconfirmed. A request in the Parish Council newsletter for volunteers to assist in delivering the newsletter has not yet generated a response.

18/04/17 ANY OTHER BUSINESS

The meeting was updated a resident has reported that a tree with a TPO in place is leaning towards his property in Burntwood View from Heath Grove which is being investigated. The annual printing allowance will be referred to the full Parish Council for review. The noticeboards at Hales Club and Mucklestone are in a state of disrepair, rarely used and will be removed. An alternative location for a board at St Mary's School in Mucklestone will be investigated. Mucklestone WI is in correspondence with BT regarding Mucklestone telephone box which they are interested in adopting, the meeting confirmed that the Parish Council would prefer not to be involved.

18/04/18 DATE OF NEXT MEETING

To be confirmed

Meeting closed at 3.55pm

Signed:.....CHAIR