

## WALL PARISH COUNCIL

### Minutes of the Annual Meeting of Wall Parish Council held at Wall Village Hall at 7:30 pm on Tuesday 17 May 2022

**Present:** Cllrs M J Crowe, R Barker, F Robertson, C Rubisch, A Ryman, P Sampson and R Saxton.

**In Attendance:** County Councillor David Smith, PCSO Andrea Horsnall, 4 members of the public, and Peter Young (Clerk)

**Apologies:** None – all members present.

#### 1. Election of Chairman for the ensuing year

Cllr Paul Sampson was elected as Chairman for the ensuing year and made and signed his declaration of acceptance of office as Chairman.

Cllr Sampson expressed his appreciation of the excellent services which Cllr Crowe had undertaken as Chairman for the past 21 years.

#### 2. Appointment of Vice Chairman for the ensuing year

Cllr Fiona Robertson was appointed Vice Chairman for the ensuing year.

#### 3. Declarations of Interest and Dispensations: None.

#### 4. Minutes

Minutes of the Council meeting held on 15 March 2022 were approved and signed as a correct record.

#### 5. Matters Arising on the Minutes: None.

#### 6. Policing Matters

PCSO Andrea Horsnall outlined her role and asked if there were any policing matters which members wished to raise. Ongoing problems of motorcyclists in Bullmoor Lane were reported. She agreed to provide her contact details and photo as a poster for inclusion in the parish noticeboard, and also said she was willing to attend a meeting of the monthly Tuesday Club in the Village Hall where any policing matters could be raised.

#### 7. Public Forum: No items were raised.

#### 8. District and County Councillors' Reports

District Councillor Janice Silvester-Hall had submitted her apologies as it was the Annual Meeting of Lichfield District Council this same evening.

County Councillor David Smith welcomed Cllr Sampson to his new role as Chairman of the Council. He expressed his thanks to Cllr Crowe for his dedicated work as Chairman since 2001. He also expressed his best wishes to the Clerk, who would shortly be leaving his role.

He stated that County Division boundaries were due for review, but he did not anticipate any changes to his electoral area. He also stated that the parish council was likely to be contacted shortly by SCC Highways seeking greater co-operation on working arrangements and funding.

County Councillor David Smith was thanked for his report and left the meeting at this point.

#### 9. Appointments for 2022/23

- a. Alan Toplis/Kim Squires of Alan Toplis Associates were appointed as Internal Auditor.
- b. Cllr Crowe was appointed as representative on Wall Village Hall Management Committee.

#### 10. Annual Review of Council Policies

- a. Standing Orders and Financial Regulations were reviewed and it was agreed that Standing Order 18 (Financial Controls and Procurement) be amended to reflect the new NALC Model Standing Order 18 which deleted references to EU procurement requirements on large tenders.

- b. Financial Risk Register: no changes were deemed necessary.
- c. Councillor Training: current policy to continue whereby the Council would pay for any member to attend SPCA training courses.
- d. Asset Register: no changes to asset values for audit purposes, but to be updated to reflect increased insurance valuations.
- e. Council insurance: It was agreed that a new 3-year agreement be undertaken through the current broker.

#### 11. Reports from Chairman, Councillors and Clerk

- a. Part of the signage on A38 was missing.
- b. Cllr Rubisch reported that he would continue to cut the (footpath) extension to Green Lane, and was thanked for his ongoing work to maintain this path.

#### 12. Highways & Open Spaces

- a. **Replacement of Watling Street bus shelter:** Erection of the new shelter had again been delayed because of delays with the supplier delivering the timber, but it was hoped that the shelter would be erected within the next 2 weeks.
- b. **Best Kept Village:** Cllr Sampson reported on his meeting with the judges on their initial visit at the start of May. The noticeboard required some work to tidy up the board itself and also improve the information displayed within it. BKV banners at the entrance to the village had been suggested and it was agreed that a reasonable cost for this be met by the council and hopefully undertaken before the next judging visit in June.
- c. **Notice Board:** Members agreed that the Perspex be replaced, and the board sanded and revarnished. Cllr Sampson and Mr Ellett would undertake this work.
- d. **Raised kerb for bus shelter:** Costings were awaited from SCC, and this item was therefore deferred to the July meeting.
- e. **The Butts:** The Clerk report on actions taken to clarify who was responsible for maintaining the first 30 metres of The Butts from Watling Street to Roman Walk. At present neither SCC nor LDC was accepting responsibility, and there was a large pothole needing repair.  
**Action:** Clerk to pursue and contact Bromford Housing to ascertain if they were responsible.
- f. **Speed sign:** This to be moved from the current site by Manor Farm to a new site.
- g. **Trooper Hill:** The leaf debris had been cleared by the Lengthsman but the banks still needed cutting back. Due to the nature of this work this would need to be undertaken by SCC Highways.  
**Action:** Clerk to report to SCC Highways.
- h. **Hedges:** The hedges in Pouk Lane on the approach to Cranebrook Lane needed cutting back.  
**Action:** Clerk to report to SCC Highways.

#### 13. Phonebox Electricity Supply

The phonebox electricity supply had been disconnected on 14 April and the electricity supply contract had been terminated. The disconnection cost was £713.68 (excluding VAT which is recoverable) but this would save approximately £300 per annum in electricity supply costs. A solar-powered photocell light had been purchased for £13.76 as a replacement light.

#### 14. Planning Applications:

- a. **20/01265/FULM New cemetery at Springhill Farm, Walsall Road, Muckley Corner.**  
Amended plans had been submitted whereby the previous traffic light junction would be replaced by a roundabout as required in the original consent for the cemetery granted on appeal in 2010. An amended design of the reception building was an improvement on the previous design.  
**Resolved: That a condition should be placed to ensure that the roundabout junction was created prior to any other works commencing on site.**

b. Decisions on previous applications were noted as below.

Reference	Details	Wall PC Comment	LDC Decision
<b>20/01265/FULM</b> Springhill Farm, Walsall Road, Muckley Corner <i>NB Not in Wall Parish but would impact on the parish</i>	Variation of conditions to approved plans 09/00069/FULM relating to site layout including access and reception building	Revised comment as in Minute 13a above	Pending
<b>21/00883/FUL</b> The Bungalow, Walsall Road, Pipehill	Demolition of existing house and garage/store; erection of 1no replacement dwelling and garage	Recommend refusal. A large two storey dwelling would result in a loss of openness of the green belt contrary to green belt policy.	Pending
<b>22/00067/FUH</b> The Beeches Pouk Lane, Hilton	Erection of two storey side extension	No objection in principle as the proposal is not out of keeping in relation to the current property but note that the current property has been considerably extended previously.	Pending
<b>22/00242/FUL</b> The Trooper, Watling Street	Retention of doors, windows and Juliet balconies plus internal changes to bar and toilets	A retrospective application. A condition of any planning approval should be that the uPVC frames are replaced with timber frames befitting an historic and Locally Listed building in the Wall Conservation Area.	Pending
<b>22/00281/FUL</b> Hollybank Walsall Road Pipehill	Variation of condition 2 of 21/00874/FUH to allow alterations of external staircases and ground floor layouts	No objections	<b>Approved</b> 21/4/22
<b>22/00322/FUH</b> 1 Church Farm Cottages, Green Lane, Wall	Ground floor bay windows and new orangery to rear, new brick shed, 2 new windows to gable, 1 window to front, new boundary wall to front and demolition of existing side extension and privy	No objections	Pending
<b>22/00517/FUL</b> Moat Bank Farm Moat Bank Lane	Change of use from staff quarters (Stable Hand) to 1No dwelling	No objections	Pending
<b>22/00610/FUL</b> Robin Hill, Walsall Road Muckley Corner	Variation of condition 3 (Personal Restriction Condition) of application 6140 from 1963	No objections	Pending

**15. Platinum Jubilee Street Party – Grant Request**

***Resolved: That a grant of £150 be made towards costs of decorations, tableware and food etc for a street party to be held in The Butts on Sunday 5 June.***

**16. Accounts for the Year ending 31 March 2022**

Members noted the Receipts and Payments for the year ending 31 March 2022 and bank reconciliation at 31 March 2022 as circulated with the agenda.

**17. Budget Out-turn Report for the Year ending 31 March 2022**

Members noted the Budget Out-turn Report for the year ending 31 March 2022 as circulated with the agenda.

**18. Internal Audit Report and Governance Statement for the year ending 31 March 2022**

Members noted the satisfactory Internal Audit report for the year ending 31 March 2022 and considered and approved the Governance Statement for the year ending 31 March 2022.

**19. Statement of Accounts and Certificate of Exemption for the year ending 31 March 2022**

Members approved the Statement of Accounts and Certificate of Exemption for the year ending 31 March 2022. The period for Public Inspection of the Accounts would be from Tuesday 28<sup>th</sup> June to Monday 8<sup>th</sup> August inclusive and the Annual Return and Notice of Public Rights to Inspect the Accounts be posted on the Council's website and on the noticeboard on Monday 27<sup>th</sup> June.

## 20. Accounts for Payment

Members noted the bank reconciliation at 16 May 2022 with a balance of £35,086.31.

**Resolved: Payment of the following:**

Ref	Payee	Details	TOTAL
1	Southern Electric	Phonebox electricity - March 22	7.88
2	K Bennett	Leaf clearance Green Lane/Watling St car park	164.00
3	K Bennett	Clear museum to Trooper + steps Ashcroft Lane.	42.00
4	Toplis Associates Ltd	Internal Audit 2021-22	139.20
5	A J Gallagher Insurance	Insurance to 31 May 2023	486.54
6	P Young <b>TOTAL £522.38</b>	Net Salary Apr/May + expenses + home allowance	481.12
		Reimburse for BKV Entry	27.50
		Reimburse for solar light for phonebox	13.76
7	HMRC	PAYE on salary	101.60
8	SJL Landscapes	Verge cutting - Invoice 4018	162.05
9	Wall Village Hall	Council meeting 17/5/22	18.00
10	Southern Electric	Phonebox electricity - April 22	7.88
			<b>1,651.53</b>

## 21. Appointment of new Parish Clerk

It was noted that the Clerk would be terminating his employment as he would be moving from the area, and thanks were expressed for his services as Clerk over the past five years.

**Resolved:**

**a. To advertise for a new Clerk to commence as soon as possible, on current terms of 5 hours per week on NALC/SLCC model contract conditions of employment, paid at fixed spinal column point 12 (currently £11.73 per hour). The pay to increase to fixed spinal column point 13 (currently £11.97 per hour) should the postholder possess or obtain the CiLCA (Certificate in Local Council Administration), and the Council would make reasonable arrangements for the new postholder to study for the CiLCA, including payment of the course fees.**

**b. That an appointments committee be created, comprising the Chairman, Vice-Chairman and Cllr Rubisch to interview applicants and with delegated authority to appoint a Clerk.**

## 22. Date, time, and venue of next meetings

Tuesday 19 July 2022, 7:30 pm Wall Village Hall

Tuesday 20 September 2022, 7:30 pm Wall Village Hall

***There being no further business the Chairman declared the meeting closed at 8:50 pm***

Chairman: .....

Date: .....