



## LOGGERHEADS PARISH COUNCIL

Loggerheads Community Fire Station, Market Drayton Road, Loggerheads,  
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### MINUTES OF FINANCE COMMITTEE MEETING

Monday 4<sup>th</sup> May 2020 at 2pm held remotely

#### PRESENT:

M Lee (Chair), J Vallings, A Swetman, D Coulson, H Roberts, D Swan, R Salmons, B Dickson, S Fox, P Henshaw

#### 4/05/1 APOLOGIES:

L Gibson, J Hodgkins, J Friend

#### PLANNING

(i) The meeting considered the following applications and noted as follows:-

**Application No:** 20/00287/OUT **Applicant:** A Veitch Midland Contractors **Application:** 4/5 bed detached house with garage and garden and parking **Location:** 127 Jug Bank, Ashley

All Councillors to consider information & REFER TO FULL COUNCIL ON 18<sup>TH</sup> MAY 2020.

Note comment in application that the LPC supports this application; the applicant had merely been advised it did not seem to be contrary to the Neighbourhood Plan and that the application would need to be seen and reviewed to be able to comment fully.

Access may be an issue as a narrow lane albeit Highways will comment on this and a new access to the site is part of the plan. The adjacent property is not shown and the large size of the proposed property may not be the right size for the area. Prior to the existing shed being built it is believed the land was filled with soil from Tadge Dale Quarry and request soil is sampled.

**Application No:** 20/00304/FUL **Applicant:** Mr & Mrs Deshpande **Application:** Rear single storey extension **Location:** 4 Burntwood View

NO OBJECTION

**Application No:** 20/00293/FUL **Applicant:** Elan Homes Ltd **Application:** Application to vary condition 1 of planning permission re 19/409/FUL to incorporate revised drawings showing the inclusion of a footpath link and bridge through the woodland and omission of the proposed extension to the footpath on the road frontage **Location:** Mucklestone Road, Loggerheads

OBJECTION – The proposed bound gravel surface of the path is unsuitable for use by those with a disability using a wheelchair.

**Application No:** 20/00294/FUL **Applicant:** Elan Homes Ltd **Application:** Application to vary condition 2 of planning permission ref 18/00315/REM to incorporate revised drawings showing

the inclusion of a footpath link and bridge through the woodland and the omission of the proposed extension of the footpath on the frontage **Location:** Mucklestone Road, Loggerheads

OBJECTION – The proposed bound gravel surface of the path is unsuitable for use by those with a disability using a wheelchair.

(ii) The meeting noted the following applications had been permitted:

**Application No:** 20/00048/FUL **Applicant:** Mrs Thomas **Application** Proposed annexe building to The Crescent, Pinewood Drive, Loggerheads **Location:** The Crescent, Pinewood Drive, Loggerheads

**Application No:** 20/00089/FUL **Applicant:** Mr & Mrs J Perkins **Application** Demolition of existing detached garage and erection of detached dormer dwelling **Location:** Silver Birch, Birks Drive, Ashley Heath

**Application No:** 20/00209/FUL **Applicant:** Mr J Edge for JN & DM Farming **Application:** Retention of a Steel Barn for Straw Storage no side cladding **Location:** Manor House Farm, Park Lane, Ashley

**Application No:** 20/00110/REM **Applicant:** Mr & Mrs W Fair, Parsons Pools Fisheries **Application:** Details of access, appearance, landscaping, layout and scale for erection of site managers dwelling **Location:** Home Farm, Berrisford Road, Peatswood

## FINANCE

### 4/05/2 MINUTES OF THE PREVIOUS MEETING (9<sup>TH</sup> MARCH 2020)

On the proposal of Cllr Coulson and seconded by Cllr Swetman the meeting resolved that the minutes of the meeting held on 9<sup>th</sup> March had been approved and were duly signed by Cllr Lee as a correct record of proceedings.

### 4/05/3 INVOICES AND PAYMENTS FOR CONSIDERATION

On the proposal of Cllr Coulson and seconded by Cllr Swetman the meeting resolved to recommend payment of the following invoices to full Council:

Date	Details	Amount	Approved
15/04/2020	Carrera Website Hosting – April 2020	£52.00	BACS
25/05/2020	K Watkins Clerk Salary May 2020	£1,110.76	BACS
25/05/2020	K Watkins – expenses May 2020	£4.50	BACS
26/04/2020	R Latham – April 2020	£114.30	BACS
30/04/2020	P Martin – play area inspection April 2020	£250.00	BACS
16/05/2020	BT – Phone/Internet	£59.99	DD
14/05/2020	LeasePlan – lease of Mini Bus May 2020	£546.60	DD
14/04/2020	MacAfee laptop security for year	£24.99	Card
31/05/2020	Perennial Landscapes Ltd – parish maintenance – May 2020	£646.28	BACS
21/04/2020	Information Commissioner annual registration	£40.00	BACS
30/04/2020	Grooms Gardening Tinkers Lane	£370.00	BACS

04/05/2020	Staffordshire County Council – allotment lease	£550.00	BACS
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#### **4/05/4 INCOME AND EXPENDITURE ACCOUNT**

An up-dated income and expenditure account for the month ending 30<sup>th</sup> April 2020 was noted.

#### **4/05/5 LOGGERHEADS FOOTBALL CLUB**

The meeting was updated Loggerheads Football Club had requested a sub-lease to the Parish's lease of the Burntwood football field however this is not necessary as the football club's use of the playing field is recorded in the Parish's lease. The football club had recently spent £2000.00 improving the drainage. Next steps include fundraising and seeking grants to purchase the portakabins estimated at £20,000.00 and to cost the installation of electricity and water. In the current lockdown possible sources of funding such as a Heritage Lottery Grant and Sport England have advised they are focussed on supporting existing clubs. Kevin Jones from the football club will be invited to the next meeting of full Council to discuss next steps.

#### **4/05/6 PLATFORM FOR FUTURE MEETINGS**

The meeting was updated that use of Zoom is £11.99 per month with a discount available for buying 12 months in advance. The Council used Cllr Henshaw's license in April and May. An update on the current lockdown guidance is expected to be announced by the Government on Sunday and the meeting resolved to refer the matter to the next meeting of full Council on Monday 18<sup>th</sup> May when the outcome of the review will be known.

#### **4/05/7 NEXT EDITION OF COMMUNITY NEWSLETTER**

The meeting was updated the June/July edition of the community newsletter had been prepared and was due at the printers this week ready for delivery at the end of May. In view of the current Covid-19 restrictions and so as not to put those distributing the newsletter at risk the meeting considered adding it to the Parish website and Facebook page, to email it to the schools who can cascade it to their parents, for Councillors to cascade it to their contacts in the Parish, and to add to Nextdoor Digest and Nextdoor Loggerheads. On the proposal of Cllr Swetman and seconded by Cllr Vallings the meeting resolved to recommend this approach to full Council with paper distribution to recommence once lockdown is lifted.

#### **4/05/8 INTERNAL AUDIT REPORT AND ACCOUNTING STATEMENT FOR 2019/20**

The meeting considered the internal audit report for 2019/20 and on the proposal of Cllr Coulson and seconded by Cllr Swetman resolved to recommend full Council accept 2 recommendations namely to improve cross referencing between payments authorised in minutes, receipts and payment sheets and BACS payments / Direct Debits and for where the Council authorises payments in any month and then goes onto discuss and agree additional payments, these should be included on the list requiring authorisation the following month (even if they have already been paid) thus, ensuring all payments have received authorisation from the Council. A third recommendation for the schedule of payments for each month to be printed out, initialled by 2 Councillors, and included with that months' accounts and invoices was not considered necessary as the bank statements and payments are audited regularly by Cllr Gibson who reports to Finance Committee. On the proposal of Cllr Coulson and seconded by Cllr Swetman the meeting resolved to recommend the accounting statement for 2019/20 to be agreed by full Council and for the Chair to sign.

#### **4/05/9 CORRESPONDENCE AND CLERK'S REPORT**

The meeting was updated the annual invoice for rent of the allotments is due to be issued and on the proposal of Cllr Swetman and seconded by Cllr Salmons resolved to issue such for

£600.00 in respect of £550.00 due to Staffordshire County Council and £50.00 towards work on trees required at the site. The hedge between the allotments and Hugo Way is overgrown and the Clerk will have a look. Newcastle-under-Lyme Borough Council had written in response to the Council's enquiry regarding the availability of the land on Market Drayton Road known as LV1 and advised it was willing to grant a 99 year lease upon payment of £31,800.00 together with their legal fees. The meeting resolved to discuss the matter further with B/C/Cllr Northcott at full Council.

**4/05/10 DATE OF NEXT MEETING**

Monday 8<sup>th</sup> June 2pm to be held remotely.

Meeting closed at 3.10pm

**Signed:.....CHAIR**