

SHUTTINGTON PARISH COUNCIL

Clerk:
Mrs Barbara Cox

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MINUTES OF PARISH COUNCIL MEETING HELD AT SHUTTINGTON & ALVECOTE PARISH HALL ON WEDNESDAY 20th April 2024

1.	Present: Cllr B Frost (Chair) & Cllrs. A White, L Sly, & G Barber Clerk: B Cox Apologies –County Cllr M Humphreys & Borough Cllr D Humphreys	
2.	Declaration of additional Pecuniary & Non-Pecuniary Interests –AW, BF and GB declared a Hall interest.	
3.	Approve the Draft Minutes of the meeting held on 20.03.2024 – minutes proposed by AW and seconded by GB, unanimously agreed and signed off by GB as a true record	
4.	Elect Vice Chair, Councillor Vacancy - It was proposed by BF and seconded by LS that AW be appointed as Vice Chair. Agreed unanimously AW appointed as Vice Chair. The resignation of Councillor C Holloway was formally noted. The clerk was asked to write to CH and thank her on behalf of the Council. The clerk will inform the Borough Council of the vacancy	BC
5.	Replacement Clerk. –Joan Daniel has agreed to take on the role. The present clerk is to meet with the new clerk to arrange handover and training and agree a start date.	BC
6.	Matters Arising Light Milner Drive – re-instated and no further action required. Parking & Bollards at junction update – no update from MH – deferred Coronation Crescent/Church Lane/ steps and ramp – no update from BR -deferred. The Clerk to send reminder to BR Speed sign removal – no update but the sign is still there.	BC
7.	Police Update – no police present but the council discussed the report which had been emailed. No real issues.	
8.	Open Forum - None	
9.	Alvecote Report - None	
10.	Planning – None	
11.	Wildflower Meadow Update – the revised mowing proposal submitted by Claire Holloway was discussed. It was agreed to adopt the revised mowing, plan slightly amended to have a bigger mown area around the bench. The plan will be reviewed next year. The clerk to ask CH to instruct Streetscene to continue with the mowing. A drawing showing a decorative wooden cover for the well was circulated at the meeting. AW is to seek quotes to erect a timber cover over the well. The timber needed has already been made available to the Parish Council	BC AW
12.	Grounds Maintenance Contract – It was agreed to instruct the Borough Council to carry out operational inspections of the play equipment at Shuttington at a cost of £77.34 per annum plus vat. This would include three inspections per year and the relevant reports.	BC
13.	Renewal of Subscription with WALC – agreed as at cost of £151 plus vat. Clerk to arrange the payment.	BC
14.	Whippets Contract – a new contract had been drawn up following a meeting with the Village Hall and the Parish Council. A copy of the new contract to be sent to the Treasurer of the Whippets Club for them to review and approve.	BC
15.	Austrey Archery – Field Agreement. No changes to the contract required. Some flexibility over which days meetings are held is needed.	
16.	Request to use field for Fly Ball. – Due to existing agreements and public use the PC are unable to accommodate the request. The Clerk to reply.	BC

17.	Request to cut down Holly bush in Coronation Crescent – following a site visit by the chairman, it was determined that the Holly bush is not on Parish Council land but on land belonging to the Church, and therefore the Council are unable to assist. The Clerk to write to the resident concerned.	BC
18.	Correspondence - the correspondence list had been emailed to all Councillors and the bank statement was circulated at the meeting.	
19.	Invoices – invoices were approved as per the correspondence list	
20.	Urgent Councillors items - none	
21.	Date of next meeting- 15th May 2024 at 6pm	

Barbara Cox 19/04/2024

Signed..... Date.....