**MINUTES OF ANNUAL COUNCIL MEETING OF OAKAMOOR PARISH COUNCIL**

 **HELD REMOTELY VIA ZOOM ON MONDAY 3rd May 2021 AT 7.00PM**

**Present**: **Chairman:** Philip Charles.

 **Vice Chairman:** Tony Loynes

 **Parish Councillors**: Mary Edwards,

Glenys Beard, Tony Loynes

**In Attendance:** County Cllr. Mike Worthington, District Councillor Elsie Fallows, and Carmen Worthington (Clerk).

**21.46 Election of Chairman for the ensuing year.**

Cllr. Philip Charles was re- elected as Chairman. Proposed by Cllr. Loynes and seconded by Cllr. Edwards. (*carried*). Cllr Charles to sign the ‘Declaration of Acceptance of Office’ as Chairman when he collects cheques from the Clerk.

**21.47 Appointment of Vice Chairman for the ensuing year.**

Cllr. Tony Loynes was elected as Vice-Chairman. Proposed by the Chair and seconded by Cllr. Edwards. (*carried*).

**21.48 Apologies.**

Cllr. Robert Church-Taylor, Cllr. Frank Meadows.

**21.49 Public Participation.**

 None.

**21.50. Declaration of Interest and Dispensations.**

 Cllr. Meadows was granted dispensation during Covid-19 due to exceptional circumstances.

**21.51 Minutes of meeting held on 1st April 2021.**

***Resolved*** *that the Minutes of the meeting held on 1st April 2021, having been circulated be confirmed and signed as a correct record by the Chairman.*

**21.52. Matters Arising.**

a. (m.20.29) – Damaged Chestnut and Wire Fence, ‘Give Way’ sign, and picnic area branches (Ongoing).

**21.53. Coronavirus update regarding Council Business.**

As of 7th May 2021, Parish Council will not be able to hold remote meetings. Parish Council meetings will be resume at the Village Hall from June.

**21.54. Appointments: To confirm appointments of:**

 a. Representatives for the Oakamoor Village Hall Committee – Cllr. Frank Meadows
 (*to be confirmed*).

 b. Representative for the SMDC Parish Assembly – Cllr. Mark Fallows, Cllr. Tony Loynes.

 c. Representatives for the Oakamoor Village Group – Cllr. Beard, Cllr. Meadows.

**21.55. Annual Review of:**

**Standing Orders and Financial Regulations, Risk Register, Training for Councillors, Asset Register and Insurance Cover.**

The Standing Orders and Financial Regulations are all up to date. The Code of Conduct has been updated and the Risk Register amended. Asset Register is up to date and the Insurance cover is adequate.

**21.56. Planning Matters.**

a. Applications.

 None.

 b. To Note SMDC decisions on previous applications.

 None.

c. Any Other Planning Matters

 1. Laver Leisure (Oakamoor) SMD/2019/0646, SMD/2019/0716, SMD/2019/0725.

 Comments for Laver Leisure proposed development were submitted on 31.01.20.

 District Cllr. Aberley said that the hearing would not be expected before June.

 (*Ongoing*).

 2. Conservation Area – Cllr. Loynes had previously submitted his proposals to SMDC to

 which the response was not as expected. Cllr. Loynes suggested OPC make a complaint

 to the Overview and Scrutiny Committee. It was concluded at the meeting that Cllr.

 Loynes draft a letter to the Cabinet Member in charge of Planning for assistance.

 (**Cllr. Loynes to Action**).

**21.57 Ongoing Parish Affairs.**

1. Highways
* Request for ‘Give Way’ sign, access road to Station Car Park at the junction with Mill Road. SCC Head Ranger is pursuing on behalf of OPC. (**Ongoing**).
* Cllr. Edwards said the large pothole on School Drive, in from of the ‘Gables’ has not been repaired. (**Clerk to re-report)**.
* Missing Bin at the end of Mill Road – Reported to SMDC (GDZRKRJX). Email received from Andy Owen (Alliance Env.) 18.01.21. (**Clerk to follow up**).
* The Willows – Pruning of trees. Reported to SMDC (ref. PSHWNBPF 27.10.20). Re-reported 18.03.21 (ref. BLBCGMPC). No response received. District Cllr. Aberley asked Clerk to forward reference numbers so he can follow up. (**Clerk to Action**).
* Drains – Willows. (Ongoing).
* Parking at School. (Ongoing).
1. Lengthsman – Invoices awaited.

**21.58. Reports of Committees and Outside Bodies.**

 None.

**21.59. Accounts for Payment (May 2021)**

|  |  |  |  |
| --- | --- | --- | --- |
| Carmen Giuliano-Worthington | Clerks Salary  | 100998 | £133.67 |
| J. Redfern | Lengthsman | Awaiting invoices |  |
| BHIB | Council Insurance | 100999 | £415.36 |
| The Ford Partnership | Internal Audit and Payroll Scheme | 101000 | £294.00 |

**21.60. Accounts for Year Ending 31st March 2021.**

To note receipts and Payments for the year ending 31st March 2021, together with the bank reconciliation at 31st March 2021. (*carried*).

**21.61. Internal Audit Report and Governance Statement for the Year Ending 31st March 2021.**

The Internal Audit Report and the Governance Statement for the Year Ending 31st March 2021 was approved. (*Carried*).

**21.62. Statement of Accounts and Certificate of Exemption for the Year Ending 31st March 2021.**

Statement of Accounts and the Certificate of Exemption for the Year Ending 31st March 2021 as contained in the Annual Return approved and will be signed by the Chair and Clerk.

**21.63. Correspondence.**

 Circulated prior to meeting.

**21.64.** **Items of an Urgent Nature.**

* Cllr. Loynes suggested OPC may consider directional signage for the Defibrillator. *To be added as an Agenda item at the next meeting.* ***(Clerk to Action)***
* Bus Service – Cllr. Loynes asked about the bus service that Sybil Ralphs proposed some months ago. Cllr. Aberley updated councillors and informed them that it would be back on the Agenda at SMDC. SCC are also introducing a Moorlands Scheme. Potentially there will be two bus services which are estimated to be launched September 2021.
* A parishioner asked Cllr. Loynes whether OPC would consider utilising the “adopt a telephone box for a £1” scheme to house a book exchange in the location the telephone box was removed. Councils understanding was that adoption can only take place if the telephone box is in situ, and as the box was removed some time ago, then this was would not be possible.
* Cable over Brook – Cllr. Loynes reported that an armoured cable which traverses the brook close to the footbridge from the B5417 to The Willows was originally housed in a steel sheath. The sheath has corroded, and the cable is now hanging closer to the water. (**Clerk to report to SCC Highways**).
* Cllr. Loynes felt that the website was not well used. A general discussion regarding communication with Parishioners and the wider public ensued. No action.
* Cllr. Edwards reported that a bench at the War Memorial needs attention. **Action: Chair to ask the Lengthsman to repair.**
* The Chair informed councillors that the Minister of the Free Church has retired after 9 years’ service.
* Footpath at side of main road on the B5417 – Hawksmoor to Oakamoor (by Banks Farm) is not walkable. The pathway is crumbled and overgrown. Clerk to report to SCC Highways. (**Clerk to Action**). *To be added as an agenda item at next meeting*. (***Clerk to action)***

**The Chairman thanked everybody for their attendance and declared the meeting closed at 8.40pm.**

**The date of the next parish meeting will be held on** **Monday 7th June 2021 at 7.00pm at Oakamoor Village Hall.**