

**Minutes of the Stawley Parish Council held at Appley Pavilion on
Tuesday 8th May 2019**

Parish Councillors present: Chairman, Paul Musgrove (PM)
Simon Buttars (SB)
Pat Sweet (PS)
Clive Wall (CW)

Others present:- County Councillor James Hunt (JH)
PCSO Louise Fyn (LF)

Item	Action
<p>1. Apologies for Absence Councillor Matt Vellacott (MV)</p>	
<p>2. Election of Chairman and Allocation of Responsibilities CW proposed PM to continue as Chairman for the year. This was seconded by SB. PM was re-elected as Chairman. The Portfolios were allocated as follows:</p> <ul style="list-style-type: none"> • PS – Responsible Finance Officer (RFO) • SB – Highways • CW – Planning • MV - Footpaths 	
<p>3. Declarations of Interest None</p>	
<p>4. Minutes of Last meeting These were accepted as a true record and signed by the Chairman.</p>	
<p>5. Matters Arising not Covered Elsewhere It was noted that Eddie Gaines who had been a valued District Councillor and attended most of the Parish Council meetings over many years had not stood in the recent elections, His contribution to the Parish will be greatly missed and the Chairman agreed to write and thank him for his service to our community. It was noted that the website was not being kept up to date. This will be attended to.</p>	PM
<p>6. Police Report LF attended the meeting and briefed it on the local crime statistics. She noted the valuable time she has by meeting people in the shop whilst working.</p>	

<p>7. Finance</p> <p>The application for a Business Debit Card is resting on the Chairman's desk for action this month.</p> <p>PS reported payments made for the finger post repairs.</p> <p>The Council reviewed the requirements of the Annual Governance and Accountability Return and concluded that:</p> <ul style="list-style-type: none"> • There had been no change to the risks faced by the Council in the past year which justified a change to the Risk Assessment. • The Council could sign to agree to the statements made in Section 1 of the Annual Governance Statement. <p>Section 1 of the AGAR. CW proposed and SB seconded that the Section had been completed correctly and the meeting agreed that the Section should be signed by the Chairman and Clerk.</p> <p>It was agreed that the RFO and Chairman would fill out and sign Section 2 of the AGAR with the figures from the agreed accounts which were distributed to the Councillors.</p> <p>The need for an Internal Auditor for the coming year was discussed.</p> <p>The Council asked the Clerk to approach a neighbouring Council to assist with this.</p> <p>The schedule for the insurance policy was reviewed and agreed by the Council to be satisfactory. It was agreed that the premium should be paid when due at the end of May.</p>	<p>PM</p> <p>PS</p> <p>PS & PM</p> <p>PM</p> <p>PS</p>
<p>8. Noticeboard in the Appley Telephone Box</p> <p>The Council agreed to the idea of having a metal board with magnets in the Appley Box for Council notices.</p> <p>PS suggested that there should be an external sign to advertise the presence of Council notices in the Box.</p> <p>It was agreed that the Shop will be asked to also allow notices to be posted on their board.</p>	<p>PM</p> <p>PM</p>
<p>9. Defibrillator</p> <p>CW briefed the Council on his discussions with the RCI on defibrillators. It was agreed that the one at the Shop should be placed on the public access register.</p> <p>The locations of the defibrillator at the shop, although known to local people, was not advertised from the road. The possibility of having signage would be investigated.</p>	<p>CW</p> <p>PM</p>
<p>10. Planning</p> <p>No applications have been received.</p>	
<p>11. Reports from Members</p> <p>Roads – nothing to report</p> <p>Footpaths – there had been a suggestion that a new permissive footpath could be made available from Appley Cross towards the river. MV will be asked to follow up.</p>	<p>MV</p>

12. Correspondence Nil	
13. Any Other Business The Annual Parish Meeting will be held on the 4 th June. IT was suggested that the agenda should include discussions on: <ul style="list-style-type: none">• Donations to local groups• The detail of how to use the defibrillators• The opportunity afforded by the sale of land between the Pavilion and Appley Cross.	

Meeting closed at 9:00pm

Next meeting: Tuesday 4th June at 7.00pm followed by the Annual Parish Meeting