

## **BRERETON AND RAVENHILL PARISH COUNCIL**

Minutes of a meeting of the Parish Council held at the Parish Hall, Ravenhill Park, Brereton, on Tuesday, 6<sup>th</sup> September 2022.

### **Present**

Councillors: TA Jones [Chairman], K Ansell, Alderwoman Mrs P Ansell, Alderman R Easton, Councillors Ms IJ Brown, Mrs DM Easton, JC Harvey and Mrs G Harvey.

Apologies for absence were received from Councillors DR Johnson and Mrs L Johnson.

### **1. DECLARATIONS OF INTEREST**

No declarations were given at the commencement of the meeting.

### **2. MINUTES**

#### **RESOLVED**

That the minutes of the meeting held on 7<sup>th</sup> June 2022, be approved and signed as a correct record.

### **3. MATTERS ARISING FROM THE MINUTES**

There were no matters arising.

### **4. CORRESPONDENCE**

There was no correspondence to discuss.

### **5. POLICE MATTERS**

There were no Police matters to discuss.

### **6. RESIGNATION OF COUNCILLOR PA FISHER**

The required Notice of Vacancy had been placed on the Parish Council Notice Boards and information regarding the vacancy had been sent to the website manager to be put onto the website. Councillor R Easton had telephoned the website manager to notify him that this was an important document that needed to go on the website. He also discussed with him the fact that the paperwork that Mrs RM Davies had sent to him should also be put on the website as a matter of urgency.

The District Council were to be informed that the necessary steps had been taken to advertise the vacancy.

#### **Councillor Mrs W Fisher**

The resignation of Mrs W Fisher had also been received. The same procedure should be undertaken with regard to the Notice of Vacancy being posted on the Notice Boards and website.

Discussion took place regarding the website and the lack of information which had been posted. It was agreed that the Website Manager should be contacted regarding the lack of information on the website.

**7. REQUEST FROM THE ACCOUNTANT TO REMOVE THE PARISH BOOKS FOR INSPECTION AND AUDITING PURPOSES**

Permission was given by the Chairman for the removal of the Parish books for inspection and auditing by the accountant.

It was reported that an address for Mazars had not been forthcoming from Kim Squires [Auditor] to enable the Chairman to write to them.

The proposal was put forward for the Auditors to be contacted regarding the position of the Council books for audit. The Chairman would contact Alan Topliss [Internal Auditor] regarding the audit situation and also AGAR.

Proposed and seconded.

**8. LETTER TO AMANDA MILLING [MP]**

The Chairman had written to Ms Milling regarding the loss of bus services in the Parish, causing hardship for the elderly and disabled.

All Councillors present at the meeting were in agreement with this action.

No reply had been received to date.

**9. LETTER TO CANNOCK CHASE DISTRICT COUNCIL**

Alderman R Easton reported damage to bus shelters. This problem would need to be fixed and if the bus services were not going to be restored, they would need to be removed sometime in the future.

A letter had been sent to Cannock Chase District Council to say that the gate in Ravenhill Park could no longer be used with disabled keys.

All present at the meeting were in agreement with this action.

**10. PLANNING COMMITTEE**

No agenda.

One planning application – single storey extension in Lodge Road.

No objection to the planning application.

[The Chairman to write a letter to Cannock Chase District Council confirming the Parish Council's decision.]

**11. PARISH HALL AND PROPERTY MANAGEMENT COMMITTEE**

The minutes of the meeting of the Parish Hall and Property Management Committee held on 14<sup>th</sup> July 2022, were approved by the full Council.

Moved and seconded.

**12. FINANCE AND MANAGEMENT COMMITTEE**

The minutes of the meeting of the Finance and Management Committee held on 14<sup>th</sup> July 2022, were approved by the full Council.

Moved and seconded.

**13. PUBLIC FORUM**

No members of the public were present.

**14. APPOINTMENT OF PARISH CLERK**

It was decided to advertise the position as Clerk, with the possibility of training. Interviews to be arranged.

**15. ANY OTHER BUSINESS**

Christmas Lights

Procedures for the Christmas lights were in hand. The cost of electricity was discussed. The electricity cost for Christmas 2021 was £1,000.

Members of the Council to discuss the number of days on which to put on the lights in view of the cost of electricity.

**16. DATE AND TIME OF NEXT MEETING**

**RESOLVED**

That the next meeting would be held on Tuesday, 4<sup>th</sup> October 2022, at 7.30 pm.

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[Chairman]