CRESWELL PARISH COUNCIL

Clerk: Mrs Nikola Evans

[www.creswellparishcouncil.co.uk](http://www.creswellparishcouncil.co.uk)

Email: [Clerk@creswellparishcouncil.co.uk](mailto:Clerk@creswellparishcouncil.co.uk)

Minutes

Minutes for the virtual full council meeting held on Monday 1st March 2021 at 7pm.

The Chair welcomed all to the virtual meeting of Creswell Parish Council.

**Attendees**   
Chairman Cllr Mr Ray Sutherland Cllr Jonathan Price

Cllr Jack Kemp Cllr Jeremy Pert (SCC)

Clerk Mrs Nikola Evans

|  |  |
| --- | --- |
|  | **Public Forum**  Meeting was joined by four members of the public, Subjects discussed:  Issues relating to Mustang Drive – Advised issues have been reported to local PCSO, DVSA and enforcement Team. A letter has been drafted to send to local companies.  Martson Grange, Trees and flooding on Pasture Lane – Cllr Sutherland will do a socially distance visit to Pasture Lane to investigate. |
| **1** | **To receive apologies and accept and record any reasons for absences -** None |
| **2** | **To receive any Declarations of Interest in the following agenda -** None |
| **3** | To receive and confirm the minutes of the full Parish Council meeting held on 1st February 2021. The minutes were proposed and accepted as a true recording of the meeting |
| **4** | **To receive report from Stafford Borough and County Council**  County Cllr Jeremy Pert reported on:   1. Flooding on Marston Grange 2. Pedestrian crossing – Creswell Grove on Eccleshaw side of access road, plans have been seen and are acceptable. 3. South African strain of Covid 19 – to spread the word for people to get testes. 4. Vaccinations – Well put together, there is no cause for concern. 5. Webinar – Hosted by senior responsible officers in Staffordshire. 6. Postal votes for elections if residents are worried about visiting polling stations**.** |
| **5** | **To discuss parking complaints related with Mustang Drive and surrounding area from the local PSCO.**  Apologies from local PCSO, due to unforeseen circumstances he was unable to attend. Invite again for next meeting - Clerk to obtain Chief inspector Giles Parsons and Cllr Sutherland will contact. |
| **6** | **To receive Clerks report.**  **Update on NB for Marston Grange**  Clerk visited site and spoke to reception who assured me she would get Darren Clark – Senior site manager to call. No call received yet. Chased but no response. Clerk has also requested to join Marston Grange FB page which has been accepted and we are now getting information to the residents of Marston Grange via social media.  **Good News**  We have now been able to retrieve some data from one of the speed calming devices (opposite 65 Creswell Road) and the report showed that incoming 97.68% of the vehicles are traveling at speeds of 40pmh or less and outgoing traffic reports that 88.30 % of vehicles are travelling at 40mph or less.  I have now obtained the codes for both speed devices and should be able to retrieve data every month moving forward.  Speed data is now available on the website.  Suggested parish council speak to the parishioners about organising a speed community watch team. |
| **7** | Finance  1. To approve financial payments, receipts and transfers  |  |  | | --- | --- | | **Payments to be made** |  | |  |  | | HMRC - PAYE | £39.60 | | Clerks Salary March | £410.37 | | Office Exp - March | £42.77 | | Office Exp - Magnets for Parish NB | £4.99 | | Office Exp - April | £29.00 | | Clerks Salary April | £410.37 | | SPCA Subscription | £142.00 | | **Total** | **£1079.10** |   All payments approved by the council.   1. To receive performance to budget report   Please see page 3   1. To receive bank reconciliation   Please see page 4 |
| **8** | **To discuss items for next agenda.** |
| **9** | **To note and discuss dates of future meetings** |
| **10** | **Meeting close** |

Clerk (Nikola Evans) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date\_\_\_\_\_\_\_\_\_\_

Chairman (Cllr R Sutherland) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_­­­­­­\_\_\_ Date\_\_\_\_\_\_\_\_\_\_

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Cumulative budget April 2020 to 21.01.21 | |  |  | Performance against budget | |  |  |  |
| Income |  |  |  | Income |  | Actual | Budget 2020/21 | Difference |
|  | Vat reclaims | £1,448.90 |  |  | Vat reclaims | £1,448.90 | £1,000.00 | -£448.90 |
|  | Precept | £14,393.00 |  |  | Precept | £14,393.00 | £14,393.00 | £0.00 |
|  | Lisa Horritt - salary refund | £2,376.00 |  |  | Lisa Horritt - salary refund | £2,376.00 | £0.00 | -£2,376.00 |
|  | Doxey PC - Zoom | £17.97 |  |  | Doxey PC - Zoom | £17.97 | £0.00 | -£17.97 |
|  | Hilderstone PC - Zoom | £3.59 |  |  | Hilderstone PC - Zoom | £3.59 | £0.00 | -£3.59 |
|  | Seighford PC - Zoom | £3.59 |  |  | Seighford PC - Zoom | £3.59 | £0.00 | -£3.59 |
|  | **Total** | **£18,243.05** |  |  | **Total** | **£18,243.05** | **£15,898.00** | **-£2,345.05** |
|  |  |  |  |  |  |  |  |  |
| Expenses |  |  |  | Expenses |  |  |  |  |
|  | Clerk salary | £6,924.22 |  |  | Clerk salary | £6,924.22 | £4,895.00 | -£2,029.22 |
|  | Insurance | £507.36 |  |  | Insurance | £507.36 | £569.00 | £61.64 |
|  | Audit fees | £50.00 |  |  | Audit fees | £50.00 | £50.00 | £0.00 |
|  | office exes | £703.45 |  |  | office exes | £703.45 | £650.00 | -£53.45 |
|  | Subscriptions | £263.17 |  |  | Subscriptions | £263.17 | £320.00 | £56.83 |
|  | Parish publicity | £1,712.80 |  |  | Parish publicity | £1,712.80 | £100.00 | -£1,612.80 |
|  | Perrin | £67.78 |  |  | Perrin | £67.78 | £200.00 | £132.22 |
|  | Training | £195.00 |  |  | Training | £195.00 | £750.00 | £555.00 |
|  | Bank charges | £5.00 |  |  | Bank charges | £5.00 | £0.00 | -£5.00 |
|  | Website | £870.00 |  |  | Website | £870.00 | £0.00 | -£870.00 |
|  | Contracts | £432.00 |  |  | Contracts | £432.00 | £0.00 | -£432.00 |
|  | Election Expenses | £99.81 |  |  | Election Expenses | £99.81 | £0.00 | -£99.81 |
|  | Highway schemes | £5,842.21 |  |  | Highway schemes | £5,842.21 | £0.00 | -£5,842.21 |
|  | **Total** | **£17,672.80** |  |  | **Total** | **£17,672.80** | **£8,249.00** | **-£9,423.80** |
|  |  |  |  |  |  |  |  |  |
| Excess of income over expenditure | | £570.25 |  |  |  |  |  |  |
| Balance BF from 2019/20 | | £10,289.50 |  |  |  |  |  |  |
| **Total** |  | **£10,859.75** |  |  |  |  |  |  |

**Bank Reconciliation to 19.02.21**

As per statement £11,341.72

Plus, income yet to receive £10.77

Less payments to be made £497.73

Total as per cashbook £10,859.75

|  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| 19/02/2021 |  | 1 | Administration | 47 | Doxey PC - Zoom | zoom feb to march | £3.59 |  |  | £0.00 | £11,345.31 |
| 19/02/2021 |  | 1 | Administration | 51 | Seighford PC - Zoom | zoom feb to march | £3.59 |  |  | £0.00 | £11,348.90 |
| 19/02/2021 |  | 1 | Administration | 50 | Hilderstone PC - Zoom | zoom feb to march | £3.59 |  |  | £0.00 | £11,352.49 |
| 19/02/2021 |  | 1 | Administration |  | #N/A |  |  |  |  | £0.00 | £10,942.12 |
| 15/03/2021 |  | 1 | Administration | 20 | Clerk salary | March |  | £410.37 |  | £410.37 | £10,899.35 |
| 15/03/2021 |  | 1 | Administration | 26 | office exes | March |  | £42.77 |  | £42.77 | £10,859.75 |
| 15/03/2021 |  | 1 | Administration | 20 | Clerk salary | HMRC - PAYE |  | £39.60 |  | £39.60 | £10,859.75 |

