

LEEK TOWN COUNCIL
Minutes of the General Purposes Committee held Tuesday 17th September 2019

Chairman: Cllr. L. Swindlehurst

Present: Cllrs: Benefer, Cawley, Coleman, Emery, Johnson, Molson, Ottewell, M.Swindlehurst, Wales

Apologies: Cllr. Wood

Four members of the public was present.

26. **Minutes of the Meeting** held 16th July were received for Chairman's signature.

27. **Declarations of Disclosable Pecuniary Interests and Other Interests and consideration for the granting of Dispensations** Cllr. Johnson declared an interest in 29a.

28. **Monthly reports/updates:**

- i) Allotments – Cllr Coleman and the town clerk had inspected all the sites and letters have been sent to tenants who are not cultivating them. There are currently 60 people on the waiting list.
The trophy cabinet made by Leek Allotment Holders Association for the town council office, needs to be approved by the town council.
The “horse box” trailer on Cheadle Road is in breach of the tenancy agreement and Cllr. Molson will be speaking to the tenant.

The clerk stated that different options regarding public access into the town council office need to be considered, with regards to security and work efficiency.

- ii) Events – An update on the Christmas lights event will be given at the next meeting.
There will be a second forum for event organisers on Tuesday 8th October in Moorlands House.
It will be the 75th anniversary of VE day on 8th May 2020 and the Bank Holiday has been moved to this date. On Sunday 10th May there will be a celebratory event in Silk Street car park with a band and traditional children's games.
Christmas Window Competition – It was resolved that a budget of £300.00 will be given for certificates and a plaque.
- iii) Friends of the Nicholson War Memorial
The Management and Maintenance Plan for the Nicholson War Memorial, adopted in 2010 was received. Cllr. Benefer's report was also received.
A third quote would be obtained to repair the water ingress from the clock faces. A guarantee is needed that the repairs would make them watertight.
The council has responsibility for three other war memorials (Ball Haye Green, St Edward's church, and Leekbrook). It was stated that Ball Haye Green war memorial will need to be cleaned.
It was suggested an event could be held to celebrate the centenary of the first housing estate on Haregate, built in 1922.
In October, a tour of the Monument will be given to the Tower Captain of St Georges Memorial Church, Ypres.
- iv) Neighbourhood Plan – Lesley Roberts (Chairman of the Neighbourhood Plan) stated that the design guide is almost complete and a public meeting will be held on 9th October in Moorlands House. Leek schools will be invited to take part in developing the neighbourhood plan and a further public meeting will take place on 20th November at Leek Fire Station. Thanks were given to Cllr. Wales for his contribution.
- v) Leek Moorlands Hospital – this will be deferred until the next meeting.
- vi) Twinning – Visitors from Este will arrive in Leek from 1st November to 11th November.
Planned activities include: bonfire and firework display at Leek Rugby Club, Pumpkin Festival at the Foxlowe, trips to Llandudno, Basford Hall, Jodrell Bank, the Blue Mugge, Gladstone Pottery Museum, Sudbury Hall, pie and peas at Leek Cricket Club and a farewell meal at Leek Bar and Grill.
On Sunday 10th November the visitors will attend the Remembrance services.

Twelve visitors from Leek, including the Mayor, will be travelling to Este on 26th September for Eurofest.

- vii) Russell Street – A new design, which had been painted by Cllr. Lyn Swindlehurst was distributed for comment. The design would need to be approved by Staffordshire County Council and Staffordshire Moorlands District Council. Councillors comments included:

Railway sleepers are expensive and children could climb on them.

The site is covered by CCTV.

Materials to be considered are: block paving, slate or asphalt.

The area for planting will be maximized and community groups could be involved.

The bin will be moved away from the seated area.

A second bench could be added.

It was resolved that quotes will be obtained.

- viii) Climate Change Working Group – It was resolved that Cllr. Benefer and Cllr. Cawley would be the lead councillors, with Cllr. Benefer as chairman. Councillors comments included:

Would the group be working with the district council and the Climate Action Group.

There will be a demonstration in Market Place on Friday regarding climate emergency.

It was stated that the group will bring back to council recommended terms of reference and how it will link with other groups.

29. **Finance/Audit**

- a) **Payment of Accounts** In accordance with the Local Government Act 1972 section 5 (150), the following were accepted for payment.
- b) **Financial Statement** The Income and Expenditure Statement for four months to 31st July 2019 was received.
- c) **Grant Applications** The applications from Dougie Mac and Moorlands Voluntary and Community Transport were received. £400.00 has been donated to community organisations this financial year from a budget of £1,500.

It was resolved that a donation of £200.00 would be made to each group.

30. **Town Council website** – Over the summer, discussions took place with Tilly Griffiths and a brief for a new website was received. The proposals are:

For Wrap Up Web - the current website provider, to build a new website. This will ensure continuity and security and a competitive quote of £900.00 has been received.

To obtain a fresh supply of photos from a residents' competition, with shopping vouchers for the winners costing £290.00.

To produce a Leek calendar based on the 13 best photos submitted. A recommended supplier has quoted £1,850.00

Councillors comments included:

Thanks should be conveyed to Tilly Griffiths.

Students could be involved in updating the new website.

The cost for a new website appears to be cheap – will it be fit for purpose.

Concerns regarding managing and populating it.

Cllr Ottwell stated he would act as blog editor.

Concerns regarding blog activity.

There will be an ongoing cost to manage it.

The suggested “Have Your Say” and “Report a Problem” could cause problems.

It will provide leadership to Leek and demonstrate to the district and county councils that we are a strong council.

A separate email address is needed for the photos – Cllr. Ottwell is working with Wrap Up Web to provide this facility.

There will only be 4 or 5 weeks to sell 1,000 calendars.
There are several Leek calendars on sale and they are difficult to sell.

It was resolved that thanks will be made to Tilly Griffiths, a new website will be built by Wrap Up Web for £900.00 and a residents' photo competition would go ahead, but a calendar will not be produced.

31. **Town centre benches** – The report from Cllr. Matt Swindlehurst was received, which listed the condition of the town centre benches, belonging to the district and town councils.
The report has been sent to the district council and a request has been made for the damaged benches on Market Street to be removed.
Quotes will be obtained to paint the cockerel benches at the top of Derby Street and Overton Bank.
32. **Leek community volunteers/Derby Street traffic signs and trees/chatty benches**
i) Chatty benches – the information was received from Cllr. Molson and it was resolved to produce a draft chatty bench sign and then to decide on their location.
ii) Volunteers – Volunteers are needed for town council events and other community events, such as manning road closures for Remembrance Sunday. Cllr. Molson will begin to compile a database of volunteers.
iii) Traffic signs – It was stated that some signs are inaccurate and additional signs are needed, for example, directional signs to the car parks and post office. Cllr. Molson will compile a list for the next meeting.
33. **Brough Park** – Planting a wild flower area in Brough Park will be discussed at the next meeting.
34. **Correspondence- Staffordshire Moorlands District Council** – The correspondence regarding the district council's review of Polling Places and Polling Stations was received. The deadline for comments is 23rd September 2019.
35. **Exclusion of the Public** - The Chairman moved: "That in accordance with section 19 (2) of the Public Bodies (Admission to Meetings) Act 1960 by reason of the confidential nature of the business next to be transacted, the public and press be excluded from the Meeting".
36. **Confidential**
i) Gazebos - It was resolved to purchase 10 backs and 5 sides made from polyester for £875.00
ii) It was resolved to appoint Mick Downs to write up the draft neighbourhood plan for £4,000.00. This will be funded from a Locality grant.
37. **To receive items for information** To report matters for information not on the agenda and to raise items for future agendas. None

Chairman.....

Date.....