

LEEK TOWN COUNCIL
Minutes of the General Purposes Committee held on 17th October 2023

Chairman: Cllr. L Swindlehurst

Present: Cllrs: M. Swindlehurst, P. Powner, K. Hoptroff, D. Hilyer, K. Nicholls, D. Young, S. Wales, B. Birch, S. Webster, Cllr. M. Worthington and W. Cawley.

12 members of the public were in attendance,

Minutes - D. Wheat, Town Clerk

50. Welcome: The Chair welcomed everyone.

51. Apologies: Cllr. Young

52. Declarations of Disclosable Pecuniary Interests and Other Interests and consideration for the granting of Dispensations: None were disclosed.

53. Minutes of the General Purposes Meeting held on 19th September 2023 and the additional meeting held on 29th August 2023. Previously approved in Town Council meeting.

54. Matters Arising: Previously noted in Town Council meeting.

55. Committee Reports: Points of Clarification were invited from the written reports:

a) Green Spaces & Allotments

Cllr. Birch proposed to approve maintenance work as follows:

i. £1300 – Cheadle Rd Car Park. This work will clear a congested car park space of debris.

ii. £1365 to tarmac the drive at Beggars Lane where the steep drive has been eroded by water.

The Clerk advised that this could push Allotments over the budget set. Cllr. Hoptroff responded that if not done before the winter weather this could cost more to repair at a later date.

Propose Cllr. Birch – Second Cllr. Hoptroff – Motion Carried

b) Tourism, Events and Community : A written report was circulated by Cllr. Hoptroff for the Events Committee. No questions were raised.

c) War Memorial: A written report was circulated by Cllr. Hilyer. No questions were raised.

56. Working Group Reports:

d) Bank House: No report

e) Twinning: No report

57. Finance and Governance:

- a) **Finance Report:** Cllr. Powner explained the 6 monthly budget report which he has worked with the Clerk to produce. The aim is to get the quarterly reports matching the various new Committee headings against the budget, so more work needs to be done on the analysis of last year's accounts information. The accounts currently balance to the penny. Thanks were given to the Clerk.

Proposed Cllr. M. Swindlehurst – Seconded Cllr. Webster – Motion Carried

Leek Town Council			Financial Statements 6 months 30/09/2023		
			Net Spend	Net Spend	Net Spend
			Actual	Budget	Actual
			6 mths	12 mths	12 mths
			30/09/2023	31/03/2024	31/03/2023
Net Spend by Department					
Allotments			4883	0	-1734
Assets			0	0	0
Christmas/Flags			4533	44000	38460
Events			-620	1350	15177
Markets			-875	-2300	3292
Mayor			561	5000	-1342
Memorials			1902	8000	4956
Neighbourhood Plan			1000	0	-1000
Gardens/grounds			16222	18600	19372
Staff/Admin			23999	56040	46808
Asset Maint			3044	7900	10644
Bank House			2513	15000	7452
Governance			8504	12636	16051
Grants Paid			20465	14000	24960
Net Expenses Total			86131	180226	183096
Income					
Other Income			0	0	1020
Sponsors/grants			0	1400	2500
Income - bank			511	0	500
Precepts			89413	178826	172588
Income Total			89924	180226	176608
Net Income/ Expenditure			-3793	0	6488

Approved Signature of Chairman:.....

Date: 21st November 2023

b). Financial Report:**Bank Reconciliation at 28/09/2023**

	Cash in Hand	01/04/2023	£	70,902.41
	ADD			
	Receipts	01/04/2023 - 28/09/2023	£	119,644.45
			£	190,546.86
	SUBTRACT			
	Payments	01/04/2023 - 28/09/2023	£	95,664.76
A	Cash in Hand	28/09/2023	£	96,995.96 (per Cash Book)
	Cash in hand per Bank Statements			
	Petty Cash	28/09/2023	£	5.66
	Events Account	28/09/2023	£	7,608.92
	Reserve Account	28/09/2023	£	89,381.38
	Current Account	28/09/2023	£	0.00
	Actual Bank Balance		£	96,995.96
B				
	Less unrepresented payments		£	1,331.20
	Plus unrepresented receipts		£	0.00
	Adjusted Total Balance		£	95,664.76

Approved Signature of Chairman:.....

Date: 21st November 2023

c) **Payments to be Approved for September 2023:**

In accordance with Local Government Act 1972 section 5 (150), payments were approved for the following payments in September:

Sept. 2023				LEEK TOWN COUNCIL	
Date	Net	VAT	Total	Description	Ref.
26.09.2023	£2,599.80	£0.00	£2,599.80	Clerk & Assit. Salary & PAYE	8289/90
25.09.2023	£270.00	£0.00	£270.00	Lengthsman Duties	8288
25.09.2023	£390.00	£0.00	£390.00	Lengthsman Duties	8288
25.09.2023	£100.00	£0.00	£100.00	Venue Hire	8291
20.09.2023	£12.00	£0.00	£12.00	Window Cleaner	8287
19.09.2023	£36.24	£7.25	£43.49	Allotment Signage	8285
19.09.2023	£66.67	£13.33	£80.00	Memorial Wreaths	8286
18.09.2023	£290.50	£58.10	£348.60	Telephone & Broadband	DD
18.09.2023	£70.00	£0.00	£70.00	Mayor Civic Event	8283
16.09.2023	£210.00	£0.00	£210.00	Lengthsman Duties	8284
16.09.2023	£70.00	£0.00	£70.00	Allotment pest control	8284
14.09.2023	£225.00	£45.00	£270.00	Memorial Wreaths	8282
12.09.2023	£21.00	£0.00	£21.00	Temporary Event Notice	8276
12.09.2023	£140.79	£28.16	£168.95	Paint	8277
12.09.2023	£116.14	£0.00	£116.14	Allotment Water	8278
12.09.2023	£18.00	£0.00	£18.00	Website Maintenance	8279
12.09.2023	£65.00	£0.00	£65.00	Road Closure Application	8280
12.09.2023	£237.36	£47.47	£284.83	Paint	8281
12.09.2023	£37.11	£1.87	£38.97	Bank House Gas Supply	DD
11.09.2023	£390.00	£0.00	£390.00	Lengthsman Duties	8275
11.09.2023	£7.53	£0.00	£7.53	Fuel strimmer	8275
11.09.2023	£9.99	£2.00	£11.99	Maintenance Parts	8275
08.09.2023	£203.83	£0.00	£203.83	Water Meter Allotments	DD
06.09.2023	£54.71	£2.74	£57.45	Bank House Gas Supply	DD
05.09.2023	£435.00	£0.00	£435.00	Lengthsman Duties	8274
05.09.2023	£50.00	£0.00	£50.00	Pest & Weed Control	8274
05.09.2023	£96.25	£0.00	£96.25	Lengthsman Duties	8274
01.09.2023	£23.10	£0.00	£23.10	Bank Charges	DD
01.09.2023	£35.00	£0.00	£35.00	ICO	DD
01.09.2023	£226.67	£11.33	£238.00	Nicholson Clock Electricity	DD
30.08.2023	£223.79	£0.00	£223.79	Pension Contributions	DD
TOTAL PAYMENTS	£6,731.48	£217.24	£6,948.72		
30.08.2023	-£38.99	cancelled		Bank House Water	7828
30.08.2023	-£150.00	cancelled		Entertainer	7807
30.08.2023	-£998.40	cancelled		Bank House Maintenance	780

Cheques cancelled £1,187.39

Proposed Cllr. M. Swindlehurst – Seconded Cllr. S Wales – Payments approved

Approved Signature of Chairman:.....

Date: 21st November 2023

58. Items on Notice:

- a) **Cllr. M. Swindlehurst to move that taking into account both current research and national strategic direction, Leek Town Council asks Staffordshire County Council to undertake a review of the town's traffic system, to include consideration of the introduction of 20 mph areas.**

Cllr. Wales questioned the order of the motions to be taken. Cllr. M Swindlehurst has combined two separate issues in one motion.

- i. to vote on the 20MPH topic
- ii. to vote on a comprehensive road and traffic management review.

Motion procedures were discussed – Cllr L Swindlehurst clarified the order of motions having sought advice from the SMDC Returning Officer. Process:

- i. Motions are presented in the order they are received by the Clerk
- ii. Any amendments may be received and voted upon.
- iii. Discussion of amended motion.
- iv. Move to an amended vote.

Cllr. Hilyer presented a written amendment to the Chair.

{Taking into account both current research and national strategic direction, Leek Town Council asks Staffordshire County Council to undertake a review of the town's traffic system, to include consideration of the introduction of 20 mph areas} ***and having regard particularly to the safety of pedestrians and cyclists and the health of people who are vulnerable to respiratory diseases.***

Proposed Cllr. Hilyer – Seconded Cllr. Webster- amendment approved.

Cllr. Wales asked if Cllr M. Swindlehurst would withdraw part of the motion. Cllr. M Swindlehurst responded that as Chair of the Council he had written a motion to encompass all the road traffic issues in Leek. Cllr. Wales was complimented on the good work done on road traffic issues in 2020.

Cllr. Worthington commented that the subject will get no consideration at the County Council. Cllr. Hoptroff responded that the Town Council could ask for a review as it is some time since that decision was made previously.

Reference was made to the original 20's plenty petition compared to the current request to consider a systematic review of areas for 20mph limits. The term 'blanket' 20mph has been used incorrectly as this is not a proposal for the Town Council. The proposal is to ask the County Council for a review using the latest evidence, further, to review the traffic management issues in Leek. It was stated that there had been no Community Speed Watch data gathered in Leek.

It was debated that 7000 people signed a petition in favour of 20 MPH in Leek, addresses were given A social media survey is not comparable. Cllr Wales stated that comments made on social media agree with 20mph around schools. It is the blanket 20mph zone which is opposed. There has been no Community Speedwatch data collected in Leek to support the evidence. The original petition did not propose a blanket 20MPH. A national pressure group like 20's Plenty has its own agenda.

19.57 Point of order, the meeting was adjourned

The Chair stopped the debate to re-focus on the action that this council is going to take.

20.02 The meeting re-convened.

A discussion was then had about being specific in the task the Town Council are asking the County Council to consider.

Cllr. Cawley raised issues in reference to 2011 about the re-structure of the roundabout and the consultation surrounding that re-design of road layout. One area to certainly improve.

Quote from 2012 Local Plan was read where a 20MPH speed limit on Derby Street was mentioned. Some statistics were stated for Leek: 66 accidents over the last 10 years, 4 fatal, and all the others were pedestrian related. There is an issue about road safety in the town.

Cllr Wales asked is for a comprehensive review of Traffic management.

New pedestrian crossings, improve crossing points , box junctions, missing signage, shared spaces, traffic calming, air quality data., parking, rat runs, potholes and road surfaces.

- b) **Cllr. L. Swindlehurst to move that the council agree Terms of Reference for all Committees.**
The Standing Orders of Committees and the rules set out in Code of Conduct by SMDC
The Chair has circulated a document with draft Terms of Reference for committees. The Chair deferred the item to the November Agenda. Any written comments sent to the Clerk can be reviewed at the next meeting.
- c) **Cllr. Wales to move to ask for a comprehensive Leek traffic and road management review by Staffordshire County Council.**

Proposed Cllr Wales – Seconded - Cllr Worthington
Vote taken, 2 in favour, 8 against ,1 abstain, 1 absent

It transpired that a vote was not taken at the previous stage for the original motion– item 58a).
The Chair apologized

The Mayor will write to the County Council to ask for a Leek Road and Traffic Review
Vote taken, 8 in favour, 2 against , 1 abstain, 1 absent

59. New items:

- a) **Tourist Information Centre:** Cllr. M. Swindlehurst reported that there has been no further discussion about the Tourist Information Centre on first floor of the Nicholson Institute. The UK Shared Prosperity works proposed for the building for 2024 have not been confirmed to date.
- b) **Litter Bin collection in Leek Town Centre.** Complaints received about litter bins in the town centre were acknowledged. County Councillor Charlotte Atkins is enquiring about the issue with the contractors.

Action: Councillors and members of the public were encouraged that if we see problems take a picture and report it through the SMDC website report it online forms. The report numbers are then used to collate the data to see if there are emerging problems.

60. Items for Information:

Cllr Webster announced that former Mayor and Councillor Margaret Lovatt celebrates her 90th birthday this week.

Cllr. Worthington proposed the Town Council send her a bouquet of flowers and a card.

Proposed Cllr. Worthington – Seconded Cllr Webster – All in favour

- 61. 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”.

Members of the public left the meeting at 20.22.

The meeting was adjourned for a short break.

Reconvened at 20.28

62. Bank House:

Discussions were had about potential lease holders and the required documentation to which the Property Agent has requested.

No decisions were made.

Meeting ended at 20.53

Approved Signature of Chairman:.....

Date: 21st November 2023