

Uttoxeter Rural Parish Council

MINUTES of a meeting held on Tuesday, 1st March 2016, at the Village Hall, Bramshall. The meeting commenced at 7:31pm.

Action

PRESENT: Messrs. T. Ollerenshaw, D. Oulsnam, R. Jones, T. Postlethwaite, P. Smith (Chair), Mrs. G. Smith, Mrs. R. Dunn(Vice Chair), Mrs J. Pattinson-Evans, Mrs C Smith, Cllr. C. Whittaker, Mr Slater and the clerk.

1 APOLOGIES: None

2 PUBLIC PARTICIPATION. Mr Slater attended to observe.

3. MINUTES: The minutes of the last meeting held on Tuesday, 2nd February 2016, having been circulated as draft, were signed by the chairman on the approval of the members as a final copy.

4. CLERK'S REPORT:

4.01 Contacted Staffordshire Safer Roads Team and asked for 20 extra Wheelie Bin Speed Stickers for Verney Close, Willoughby Court, Fradgely Court and Durose Court, Bramshall.

4.02 The clerk sent the draft minutes to ClickIT for inclusion on the website by 09.02.2016. ClickIT will train the Clerk to upload the draft minutes on the site. It will take two hours of training and software to be loaded onto the Parish Council website at a cost of £90, the training fee to be confirmed. Vote unanimously for the Clerk to be trained and buy software.

4.03 All wheelie bin stickers and letters were given to Cllr Jones & Cllr Patterson - Evans for Bramshall and Cllr Oulsnam for Stramshall on 11.02.2016 – Cllr Jones noted that only a few residents on Stone Road had attached the stickers, but hope that this situation will change.

4.04 ESBC Housing Choice Draft Supplementary Planning Document – Consultation – no comment was sent via e-mail on 12.02.2016

4.05 ordered dog fouling sign as open spaces do not provide for owners land – one for bin and two for posts.

4.05 Transparency Fund applications to NALC for £1214 –The decision about funding will be made by NALC at the end of March.

4.06 the clerk reported that the bin collection at Stramshall Green needed doing on 23.02.2016

4.07 The clerk asked advise from SLCC about our Asset register and how to value the playing fields and allotments. After discussion Councillors agreed to ask Bagshaws to provide local value of farm & garden land so that the Asset register can be completed.

4.08 The Councillors agreed to add to the Asset register £2000 per brick bus shelter as a replacement value.

4.09 The Clerk confirmed that Entrust Maintenance invoice for Playing Fields always arrives just after the monthly meeting and so Council always behind in payments. Agreed to contact Entrust and explain our meeting schedule.

4.10 Internal Auditor met with the Clerk and has offered to become a volunteer for the Council after this year's annual return and step down as Internal Auditor. Councillors voted unanimously to accept his offer of help. The Clerk to contact SPCA for a list of internal auditors to work with the Council for 2016-2017 annual return.

4.11 The Clerk sent e-mails to G McCulloch and Doveridge Landscaping re this year's prices for Ground Maintenance for the Parish. Graham McCulloch confirmed he will hold his prices. Eleven cuts at £125 each Doveridge Landscaping – confirmed he will increase price to £48 from £47. See 5.05 for SJL prices and 6.01 for Entrust prices. Voted unanimously to continue using the services of G McCulloch and Doveridge Landscaping for the coming year.

4.12 SLCC course that Clerk needs to complete by June and so need some time to submit the work to the SLCC for the ILCA certificate. The 5 modules will take a maximum of 25 hrs to complete

4.13 Bullguard computer software needs updating by mid-March, the clerk will upload this.

4.14 The Councillors voted unanimously to keep the current Standing Orders, Financial Regulations, Code of Conduct, Media Policy and Publications scheme for 2016 – 2017 and will review again next year.

4.15 The Clerk asked for 2 days holiday in April – agreed by Councillors.

4.16 Britannia Building Society is closing on 2nd June in Uttoxeter. The Council funds are kept in an account at this branch. After discussion about alternatives arrangements it was agreed to move funds to Leek Building Society, Uttoxeter and the Clerk will make an appointment to open an account.

4.17 Risk Assessment forms for internal auditor – it was agreed to create our own risk assessment form for discussion at the next meeting, using the forms provided by SLCA as a template.

5. CORRESPONDENCE:

5.01 e-mail from Staffordshire County Council giving details of Minerals Local Plan – matters arising and comments need to be with Amanda Willis by 4th March. Forwarded to councillors on 10.02.2016

5.02 SPCA bulletin offering funding for NALC Transparency Code work – deadline for applications 19th February.

5.03 e-mail from a Parishioner requesting 2 Highways issues be reported to Highways Team, dip in road by Bramshall Inn, Stone Road, Bramshall and overgrown brambles and saplings opposite Banks Farm, on B5027, just past Church Lane, Bramshall, these were added to the Highways Log.

5.04 received invoice for the Lord Williams Guild framing of Stramshall map – the total is £90 incl 15 VAT – this is a change from last quote from £85 to £90 but VAT is £15 – Voted to accept and pay new invoice.

5.05 SJL Landscaping provided the 2016-2017 prices for Ground maintenance of Bramshall Plaque and Churchyard - £25 +VAT per cut for Plaque and £65 + VAT for cut and £65 + VAT for Strimming of Church Yard. Councillors voted unanimously to continue using SJL for the coming year.

5.06 Neighbourhood Planning event, run by Community Council of Staffordshire – flyer sent to Councillors on 23.02.2016

5.07 e-mail about Safer Neighbourhoods Panel that is being set up – an application form needs to be completed by prospective panel members and returned. After discussion it was agreed that the Speed Watch Coordinator and Cllr Ollerenshaw would apply to be on the panel.

5.08 Tower Mint Ltd – HM Queen Elizabeth – 90th Birthday medal for schools and councils – sample sent with an order form for medal in bespoke blue card in Perspex case - £1.99 plus carriage. Minimum order is £99.50 Carriage is £7.50. The Clerk to notify company to collect sample coin, as not required.

6 STRAMSHALL PLAYING FIELDS

6.01 Entrust contacted the Clerk with regards to ground maintenance of playing fields. They advised that a 1% increase will be added to our next bill for cutting the playing fields. Currently our annual bill is £830. The 1% increase will be applied from 1st April. Voted unanimously to continue with Entrust services for 2016-2017.

6.02 Clerk produced a draft of a leaflet for the play equipment consultation leaflet and sent to councillors on 10.02.2016 – Councillors voted to distribute this as soon as printed.

6.03 Clerk contacted Election Services to obtain correct number of households for distribution of play equipment consultation leaflet. Total households in Stramshall and Spath are 305. It was agreed to print 350 so that some can be available in the Pub. Cllr Oulsnam will deliver the leaflets once printed.

6.04 Wicksteed Order Acknowledgement for the two standard flat rubber swing seat - £105 incl VAT

6.05 The Councillors decided to replace one of the Cradle Seats, Clerk received a cost from Wicksteed - 1 x rubber cradle seat – 5901-048 @ £119.00 each + VAT and carriage of £11.50. Voted unanimously to replace the Cradle seat.

6.06 Dog Fouling signs and sticker for playing fields received and will be installed by the Clerk.

7 SPEED WATCH CAMPAIGN

7.01 e-mailed Jill Taylor from Unipart on 05.02.2016 with regards to speed cameras in Bramshall and Stramshall – she has moved Morelock Signs and advised that she could attend the April meeting to give a presentation on the speed watch signs that her company supplies. Councillors asked Clerk to invite Jill Taylor to April meeting.

7.02 e-mailed Tim Buxton and Cllr Atkins from Staffordshire County Council to confirm that priority signs and yellow box over the railway on Bennetts Lane, Bramshall, will be best solution to issue of cars being held on the railway crossing. Time scale for installation not yet confirmed.

7.03 The Clerk submitted two Public Speeding Complaint area forms to Staffordshire Safer Road Partnership to gain black camera signs for Bramshall and Stramshall and to be considered for the designated speed camera routes.

7.04 Wheelie Bin stickers from Safer Roads Partnership have been distributed to Bramshall and Stramshall Residences.

7.05 Speed Watch co-ordinator has confirmed that speed watch will resume once the nights get lighter, as the rules prohibit them being out at dusk. The coordinator has also logged a Public Speeding Complaint with the Staffordshire Safer Road Partnership for Stramshall Road, Stramshall.

7.06 Highways Log updated 01.03.2016– one of the issues was the Speed reduction request in Willslock, we received the following comments from SCC. “This was reviewed as part of the Counties A and B route review and no changes were recommended. VAS signs are located along this length. No other actions have been identified. “I have checked the accidents and in the last 5 years there have been 2 slight injury accidents along the section of road to which you refer which is insufficient reason to justify the action you request, and a 40mph limit on this road would not meet the criteria set out in the Department for Transport Circular 01/13 Setting Local Speed Limits either. – The Councillors asked the Clerk to contact SCC and ask them to ensure the stretch of road they are commenting on is the same as our request.

8. ALLOTMENTS

8.01. All contracts and letters sent out on 11.02.2016

8.02 Rent has been collected and receipts will be sent out after this meeting.

8.03 Victory Road Allotments, Uttoxeter, have a seed buying group, if allotment holders want to set one up, contact the Chairman of the Victory Road Allotments for details. Also advised that allotment holders get a discount at Strawberry Garden Centre on seeds. Discounts also available

8.04 If allotment holders want to join the National Allotment Society they receive discount from Kings Seeds.

Allotment societies & associations - £2.75 per member, per year (1 - 10 members £27.50 per year, associations with over 10 members, £2.75 per member, per year.

8.05 Two enquiries received about pet dogs and both enquiries sent letters confirming their pets are allowed on site, if kept tided at all times.

9. SPATH FLOODING

9.01 requested a site visit with Roy Carr of SCC and Severn Trent Water on 12.02.2016

9.02 Severn Trent Water visited field by Brooklands and are repairing the pipe.

9.02 sent follow up e-mails to all concerned so that all updates are logged with everyone.

9.03 on 25.02.2016 Amey confirmed that they are now taking over the repairs and we have requested a 450 mm pipe to replace the 300mm one that is currently there, to take away the water correctly and not to burst again, have also requested that the pipe in the chamber in the lawn at Brooklands be a 450 pipe to stop the flooding onto the highway.

10 PLANNING APPLICATIONS

Appeal

P/2015/00702 – reference APP/B3410/W/ 16/3143469 – The Alders, Old Uttoxeter Road, Crakesmarsh, ST14 5BL – comments by 7th March 2016 – Comments need to be added, We stand by our original objections.

New

P/2016/00192 – land opposite Knightsfield Farm, Cullamore Lane, Willslock, ST14 8NJ - erection of agricultural building to store hay and straw and use as isolation pens for sick and new animals – comments by 11 March 2016
Cllr C Smith declared an interest and did not take part in discussion.

Comments to be added: The Parish Council would like planning officers to visit the site, as a review of what is actually on site needs to be assessed. Would like to see a full business plan produced, as the one on the application is not in depth. The gate used for site needs to be established, as currently a number of gates are being used and a clear entrance/exit needs to be agreed for the site.

P/2016/00238 - 3 Church Croft Bramshall Staffordshire ST14 5DE - Retention of a wire ariel attached to existing trees and 5 metre high flagpole – comments by 23.03.2016 – NO COMMENT

11 ACCOUNTS/FINANCIAL MATTERS:

CHEQUES

Bramshall and Loxley Parish Hall -annual meeting room rent 2015-2016 - £30

Entrust – monthly ground maintenance for Stramshall playing fields - £83

Community Council of Staffordshire – Best Kept Village entry fee - £36.25

Whynot Gallery, Burton on Trent – framing of Lord Williams Guild Stramshall Map - £90

Wicksteed Playground – two new flat swing seats - £105.00

Clerks Expenses – includes allotment contract printing, address labels, dog fouling signs - £79.71

Society of Local County Clerks – yearly membership fee - £77

STANDING ORDERS

Clerks wages - £220.97

DIRECT DEBITS

Staffordshire Water – 01.03.2016 - Allotments Water - £6.50

RECEIVED

Allotment Rent – 23.02.2016 - £25.30

Allotment Rent – 24.02.2016 –£8.80

Allotment Rent – 29.02.2016 - £16.50

OPENING BALANCE - £2714.24

TOTAL SPENT THIS MEEETING- £728.43

CLOSING BALANCE - £1985.81

BUILDING SOCIETY BALANCE - £ 14990.11

The above accounts were passed for payment on the approval of the members.

12 COUNCILLORS' REPORTS:

- 12.01 Trippy Hill Farm, Hollington Lane, has industrial waste – need to report this to the Borough for inspection.
- 12.02 – Highways Team needs to be informed that cars are being advertised on the B5030 by the roundabout and this could cause a hazard.
- 12.03 The rubbish bins in the village of Stramshall and Spath are being used by residents to dispose of household dog mess and residents are asked to refrain from filling the bins with dog mess that should be in their own grey bins at home.
- 12.04 The flag pole in Stramshall has a defective cord and a replacement needs to be bought. The Union Jack flag is also in need of replacing. A new cord for Bramshall also needs to be ordered.
- 12.05 There is a pot hole by Spring Field Cottage, St Michaels Road, by Tean Bridge. The gully on both sides also needs to be cleared and pipe to be cleared by Highways Team.
- 12.06 The road by the Bus Stop on corner of Leigh Lane, where the old Gas main is now dropping again.
- 12.07 There is a huge pot hole on the corner of Leigh Lane and Stocks Lane that needs urgent attention.
- 12.08 Spring Farm Bungalow, near Bramshall Industrial Estate. The verge is being used to deposit old cars, report to the Highways Team.
- 12.09 Old Post Office cottage, Bramshall – contact the owner to request that the sticks are moved in order that a tidy village is presented, as mentioned by Best Kept Village judges.
- 12.10 Report the whole of Pigeon Hay Lane for assessment by the Highways Team, there are pot holes and verge collapses all the way along the lane.
- 12.11 Pot hole by 30mph sign just passed Bramshall Bank Farm, needs repairing.
- 12.12 There are still some 30mph wheelie bin stickers to distribute in Bramshall; these will be distributed by next meeting.
- 12.13 Cars are parking very close to the hedge at the bottom of Broomyclose Lane, Stramshall, which means pushchairs and pedestrians cannot pass. The Clerk to write to residents of 1,3,5,7 Broomyclose Lane to request that space is left for pedestrians.
- 12.14 Clerk to change the venues on website for the year's meetings. The next two are at Stramshall, and then back to alternating venues.

DATE AND TIME OF THE NEXT MEETING:

The date of the next meeting was set for Tuesday, 5th April 2016 at Stramshall Village Hall at 7:45pm. The meeting was formally closed at 20.58.

.....CHAIRMAN