

Uttoxeter Rural Parish Council

Draft MINUTES of a meeting held on Tuesday, 1st November 2016, at the Village Hall, Bramshall. The meeting commenced at 7.33PM.

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

1 APOLOGIES: Mr R Jones, Mrs G Smith, Cllr C Whittaker

2 PUBLIC PARTICIPATION AND DECLARATION OF INTERESTS

None

3. PREVIOUS MINUTES: The minutes of the last meeting held on Tuesday, 4th October 2016, having been circulated, were signed by the chairman on the approval of the members.

4. CLERK'S REPORT:

4.01 made all payments from previous meeting

4.02 sent Audit questionnaire back to Grant Thornton

4.03 clerk wrote to resident to apologise for error about hedge in Spath.

4.04 clerk reported the pub signs in Bramshall to highways.

4.05 clerk submitted comment on the Local Government Finance Settlement – draft copy – on 07.10.2016 –

LGFConsultation@communities.gsi.gov.uk - received the following response - Thank you for responding to this consultation. We shall analyse the representations received and release a response in due course.

4.06 clerk order some 8mm braid polyester rope to repair the union jack flag for Stramshall village Hall. Cllr Ollerenshaw then suggested sending flag back to manufacturers, as only 6 months old. Manufacturer repaired rope on flag and added a toggle. The clerk ordered 6mm rope for the flag pole, as this was damaged. Ordered two lengths, so Bramshall has a replacement too.

4.07 clerk contacted Fisher Dewes solicitors and advise them to contact the SCC archives - Staffordshire Record Office Staffordshire County Council, Eastgate Street, Stafford ST16 2LZ, 01785 278371

4.08 clerk invited Curtiss Green to 7th Feb meeting to do talk on Freedom of Information and Environmental issues.

4.09 clerk asked ClickIT to update the meeting dates page on website to include 2017 meetings.

4.10 clerk submitted comments on 07.10.2016 to Matthew Davenhill at Staffordshire County Council with regards to the Highway Infrastructure Asset Management Plan

4.11 The clerk sent an e-mail to all councillors on 18.10.2016 detailing the response to item 8.05 in October meeting. The Tesco application was sent to all Councillors for input and then the form was sent to Tesco and was in the 7th June 2016 minutes - item 10.02 - details of June item 10.02 *the Clerk submitted an application to Tesco Bag Fund for £8k deadline on 2nd June, with the help of Cllr Cathy Smith and Sara Botham at ESBC. The clerk would like to thank both of them for their input and guidance with the form. Funding requested from Tesco is £8k. All Councillors received a completed grant application form for their records.* The application form included £300 for marketing. I have looked at the URPC Financial Regulations - 4.01 seems to allow the Clerk to make expenditure, with Chair and Vice Chair agreement up to £300. The full Council agreed to the application in June and 4.05 allows expenditure by Clerk of up to £600.

4.12 Footpath Finger post and signs on gate in Spath Car Wash – reported to Council Footpath Team 6th October 2016

4.13 Newlands Dog Kennels – Environmental Health Team at ESBC have advised that individuals need to contact Environmental Health Team directly to lodge the complaint about noise.

<http://www.eaststaffsbc.gov.uk/environmental-health/pollution/noise-odour-air-pollution/domestic-noise> -

The planning application for the kennels P/2012/01077, has details of condition 3 with regards to noise levels. Clerk provided Marchington Parish Council details to Councillors. Marchington Parish Clerk confirmed that no noise nuisance has been highlighted to them.

4.14 footpath by Spath car wash – dangerous dogs signs reported to footpath team

4.15 Clerk contacted Leek BS with regards to their Safe facilities; they do not do it for clubs and societies.

4.16 A3 fire proof box still not found

4.17 Stramshall Christmas Tree – Clerk was contacted by The Luncheon Club, who confirmed they will run a “Switch On” Event on 2nd December at Stramshall Village Green and Village Hall. Councillors discussed the purchase of the Christmas Tree and lights and after considering 3 quotes, voted unanimously to provide funds to the Luncheon Club for the Tree and LED battery lights. £75 for Tree and £62 for LED Lights. The Luncheon Club will carry out the risk assessment, details provided by Came & Co Insurers.

Bramshall Councillors requested a Christmas Tree for Bramshall. Voted unanimously to provide funds to purchase a

Action

tree and lights, £75 for Tree and £62 for LED Lights. Bramshall Councillors will organise the installation of the tree, by mid-December. Clerk to obtain the necessary permissions from ESBC and Highways for either Bramshall Plaque area or Village Hall Green. A risk assessment will be carried out by Bramshall Councillors.

4.18 contacted Came and Co with regards to the Christmas Tree and insurance – advised need to do a risk assessment on the tree. Confirmed that they would advise that as long as the tree is being erected by a volunteer acting on behalf of the Parish Council this will be covered by the Employers' and Public Liability sections of the Ecclesiastical Policy arranged on your behalf subject to a satisfactory risk assessment having been undertaken. If the Village Green is not owned by the Parish Council you should ensure that the landowner has their own Public Liability insurance in place, a regular system of inspection of the tree is implemented etc.

4.19 WH Durose gave a quote for the 4 fence posts for the allotments of £72.60 +VAT – Voted unanimously to accept quote.

4.20 Stramshall Village Green – Beverly Sutherland at SCC Legal Team is waiting for Highways to confirm the land situation. See 5.10 for response

4.21 Schedule of Representations on the Proposed Modifications and Staffordshire County Council's Response (September 2016) New Minerals Local Plan for Staffordshire (2015 – 2030) – email received 01.11.2016 forwarded to Councillors.

4.22 e-mail from Community of Staffordshire – re Smart Meters - Smart Energy GB, the voice of Britain's smart meter rollout, has announced a partnership with Action with Communities in Rural England (ACRE) The partnership will allow people living in rural communities across England to learn more about the benefits of smart meters. The Community Council of Staffordshire will be working with ACRE to help promote the benefits of smart meters.

4.23 clerk contacted SLCC with regards cost of CiLCA training course for clerk. The initial cost is £250 but also need to complete training courses, approx. £180

<http://www.slcc.co.uk/content/cilca-2015/525/>

4.24 SLCC - Cemetery & Churchyard Survey received and forwarded to Church Warden in Stramshall and Bramshall– SLCC are campaigning to draw the Government's attention to the growing shortage of new grave space in many market towns and rural communities throughout England and Wales. Clerk to obtain word document for Church Wardens to answer questions and then Clerk will submit the answers.

4.25 clerk sent e-mail and left voice mail for Chris Evans, Severn Trent, re an update for the Spath Flooding – no reply

5. CORRESPONDENCE:

5.01 HSBC Bank Statement

5.02 HSBC changes to Business Banking Terms and Conditions – Electronic Banking Tariff, Post office services, management fees, edibility criteria for savings accounts, closing of accounts, mistakes in payment, personal payment device, business deposit, client money manager, renaming business banking deposits. Effective from 12th December Cllr Oulsnam to advice in December meeting.

5.03 GC McCulloch requested the following - At the playing field it would be beneficial if the hedge trimmer could go along the inside of the hedge where the play equipment is located. Councillors advised Clerk to contact Mr Wilson, who cuts the hedges for Parish and make the request.

5.04 GC McCulloch asked if the Parish Council wanted a November cut, as a final for the season. Councillors voted against November cut.

5.05 e-mail from Ben Adams, Staffordshire county councillor for Perrycrofts, Tamworth, Cabinet member for Learning & Skills giving details of a new link for parents to view schools data in the area. www.staffordshire.gov.uk/schoolinfo Simply enter a post code, street name or school name to look at the vital statistics about the school and its recent Ofsted info. Click on the Compare button to see details of other nearby schools too.

5.06 clerk received letter from resident in answer to 12.11 and 12.14 items on October agenda – The resident explained Highways Team are dealing with the pavement and the dog sign will be removed by the Spath footpath.

5.07 e-mail from SLCC with regards to a survey about cemetery and burial plots – 26.10.2016

5.08 e-mail from Sara Botham at ESBC with regards appearing in short video about funding for Neighbourhoods in Rural Areas. Wants Clerk and one Councillor to be filmed talking about Stramshall Playing Fields and match funding for the project. Project now complete, so Council input not required now.

5.09 Letter from PCC of St Michaels Church, Stramshall, thanking the Parish Council for the £500 donation made last year. Plans for project are on display inside the Church, Stramshall.

5.10 e-mail from Staffordshire County Council Legal Team with regards to Stramshall Village Green, ownerless land. They advised that Staffordshire County Council's highways department the land is not highway maintainable at public expense, however land charges opinion is that the land is classed as unadopted highway and the matter has been referred to the area county surveyor to check his records and files on the land. The Rural Parish Council could apply to the Staffordshire County Council to have a licence from the Staffordshire County Council as highway authority, to regularise the situation regarding the bench and notice boards a cost is involved this is normally around £100.

Finally the Rural Parish Council could explore the option of seeking to have the land registered as a community asset with the district. That would give a certain amount of protection if someone later can prove they own it and want to sell. This option would need to be explored with East Staffordshire Borough Council. Councillors requested Clerk to

contact ESBC and obtain a community asset registration.

5.11 clerk received invitation to attend SLCC Christmas lunch, 15th December.

6 WEBSITE

6.01 Eric Roy Associated advised most Parish Council/community web sites that I support cost around £110-150 per annum for domain name, hosting, support and updates. The initial site build would start from a minimum of £800 and increase depending on the complexity. This figure would include the operating costs for the first year. Councillors requested that Mr Roy attend the December meeting with ideas for the website.

6.02 Clerk confirmed to Councillors that NALC Transparency Fund of £1154 received on 12.04.2016 still being held in HSBC account for website development, laptop and printer.

7.00 STRAMSHALL PLAYING FIELDS

7.01 Clerk issued press release to Times and Echo and Uttoxeter Advertiser for inclusion in October newspapers. Both the Echo and Advertiser featured the story.

7.02 JCB replied to Clerks e-mail advising that Grant is still being considered.

7.03 Clerk asked Councillors to put Tesco Bags of Help leaflet on their Facebook pages. Clerk submitted to Uttoxeter Facebook page.

7.04 Clerk forwarded leaflet to Uttoxeter Voice magazine, information will appear in Issue 68.

7.05 Play Inspection Report arrived, sent to Councillors on 28.10.2016 – after reviewing the suggestions in the play inspection the Councillors decided to monitor the play area. Cllr P Smith will provide Clerk with monthly risk assessment files

8 TRAFFIC CALMING

8.01 clerk contacted highways to ask if the report of the SID battery not working could be fast tracked. The fault was reported by the Speed Watch coordinator - Highways Fault Report – 4060004 – Melanie Langdown, Performance and Operations Manager, Staffordshire Safer Roads Partnership, confirmed batteries will be changed and the SIDs will be left in place for a further 3 weeks, to make up for the delay.

8.02 Councillors to meet with Richard Rayson, SCC, MONDAY 14th November at 4pm in Bramshall Inn Car Park to discuss the traffic calming and the S106 funds for Bramshall. Councillors to make notes of the meeting and pass to the Clerk.

8.03 The updated Highways Log was sent to all Councillors on 25.10.2016

8.04 e-mail from Michelle Shaker, Community Speed Watch coordinator – providing details of the 6th October meeting – in Brief - The recruitment of 2 additional Force Trainers allowing the opportunity to offer more weekend and week-day training. A new and Final Sign-up Sheet incorporating convictions/cautions (as attached – please update your packs). The invitation to attend a Highways meeting where I hope to be able to speak to the Community Infrastructure Liaison Managers to answer some of your questions in relation to Engineering such as signage, SID (Speed Indication Devices) etc. Next Engagement Meeting to be held on Tuesday 10th January 2017.

9 PLANNING APPLICATIONS

COMMENTS FROM LAST MEETING.

P/2016/01257 - Dagdale Farm, Dagdale Lane, Dagdale, Staffordshire, ST14 5BJ - Prior approval for the conversion of an agricultural building to form two dwellings – comments added on 14.10.2016 Current Planning Rules are not fit for purpose as they allow unlimited farm building conversions which can cause major traffic problems on a single carriage lane, also this lane can be flooded and the sites are far away from a bus route. The Bramshall bus route is not very regular.

BREACH REPORTED

P/2015/00575 – Spath Car Wash – Spath – reported the car port, caravan storage, scrap yard activities and exceeding cars on site – 18.10.2016 to David Ward. David Ward confirmed that car port is outside planning and will take appropriate action, he is also investigating the cars/scrap and will update Clerk

WITHDRAWN

P/2016/01228 - St Lawrences Church, Church Lane, Bramshall, Staffordshire, ST14 5BQ - Listed Building application for the demolition of existing outbuildings to facilitate the erection of a single storey extension to form a disabled toilet, baby change unit and kitchen including replacement radiators, shorten length of window and alterations to doors – WITHDRAWN on 27.09.2016

PERMITTED

P/2016/00713 – erection of a part two storey, part single storey side and rear extension – Loxley House, Caverswall Lane, Loxley, ST14 8RZ – PERMITTED

P/2016/01159 – Cropwell House, High Street, Stramshall – erection of single storey side and rear extension and front canopy to form porch. PERMITTED

P/2016/01064 – Spath Cottage, Ashbourne Road, Spath – double garage as Dog Grooming Parlour – PERMITTED

P/2016/01202 – Small Farm Buildings, Dagdale Lane, Dagdale – conversion of an agricultural building to form a dwelling – PERMITTED

P/2016/01222 – Grudlann House, Stone Road, Bramshall – erection of single storey side extension – PERMITTED

P/2016/01257 – Dagdale Farm, Dagdale Lane, Dagdale – prior approval for conversion of an agricultural building to

form two dwellings - PERMITTED

NEW

P/2016/01373 - Forge Cottage, Holly Lane, Kingstone, Staffordshire, ST14 8QD - Demolition of existing agricultural building and the erection of a detached agricultural building – comments by 02.11.2016 NO COMMENT added on 02.11.2016

P/2016/01439 - Trippyhills Farm, Hollington Lane, Stramshall, Staffordshire, ST14 5ET - Prior approval for the conversion of an agricultural building to form a dwelling – comments by 17th November 2016 – COUNCILLORS TO SEND CLERK COMMENTS BY 17TH NOVEMBER

ES.14/11 D5 Submission of details in compliance with condition(s) 3f and 3g of planning permission ES.14/11 relating to Traffic Management Plan at A50 (T), Uttoxeter – comments by 7th November to planning@staffordshire.gov.uk Michael Dinn, Senior Planning Officer, Planning, Policy & Development Control, Tel. 01785 277276 –NO COMMENT to be added by Clerk – added 4.11.2016.

10 ACCOUNTS/FINANCIAL MATTERS:

10.01 New Bank Mandate for all Councillors signatures submitted in October 2016 to HSBC. The new signature added will not be active until mid-November 2016. .

10.02 Proposed Budget discussed. Councillors to make decision in December meeting about the Precept needed.

10.03 Clerk proposed a transfer from Leek BS to HSBC of £4500 to ensure money available until precept payment next year. Voted unanimously.

CHEQUES

Doveridge Landscaping – Stramshall Church Yard x 2 cuts - £96

GC McCulloch – Stramshall Playing fields and Croft Hedge - £485

The Play Inspection Co – Annual inspection of Stramshall Playing Fields - £75

Mrs VRE Gibson – Clerks expenses – includes rope for flags - £ 59.49

STANDING ORDERS

Mrs VRE Gibson – Clerks Wages - £270.12

DIRECT DEBITS

Staffordshire Water – allotments water - £6.50

TOTAL SPEND – 992.11

HSBC OPENING BALANCE £4993.75

HSBC CLOSING BALANCE £4001.64

LEEK BUILDING SOCIETY BALANCE 14,011.72

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

11 COUNCILLORS' REPORTS:

11.0 Clerk asked to report hedge at the end of Stocks Lane/Church Lane to Highways, as visibility issue may occur.

11.01 Clerk asked to report Spath Car Wash to Enforcement Team at ESBC as a new business has been started with an extra shed erected.,

11.02 Clerk asked to contact Enforcement Team at ESBC with regards to Garage by Brooklands House; Cars are for sale and no planning permission for this activity.

11.03 Clerk asked to write to resident in Broomyclose Lane, with regards to hedge that is blocking footpath.

11.04 Clerk asked to provide another address sign for the allotment, but in portrait layout.

11.05 Clerk to repair Bramshall Noticeboard.

11.06 Clerk asked to report that the gully on B5013 outside Grove Farm, Willslock is blocked.

11.07 Clerk asked to report fly tipping of Carpet in Layby on Quee Lane, Willslock,

11.08 Clerk asked to report the tipping of soil and bricks on land opposite Newlands Farm, Quee Lane.

DATE AND TIME OF THE NEXT MEETING:

The date of the next meeting was set for Tuesday, 6th December 2016 at Stramshall Village Hall at 7:45pm. The meeting was formally closed at 09.09PM .

.....CHAIRMAN