

Uttoxeter Rural Parish Council

MINUTES of a meeting held on Tuesday, 6th October 2015, at the Village Hall, Bramshall. The meeting commenced at 7:34pm.

Action

PRESENT: Messrs. T. Ollerenshaw, D. Oulsnam, R. Jones, T. Postlethwaite, P. Smith (Chair), Mrs. G. Smith, Mrs. R. Dunn (Vice Chair), Mrs C Smith, Mrs J. Pattinson-Evans, Cllr. C. Whittaker, Corrine O'Hare (ESBC), Brian Boughey (Parish Clerk, Leigh Parish Council) and the clerk.

1 APOLOGIES: none

2.0 Public Participation. none

3. MINUTES: The minutes of the last meeting held on Tuesday, 1st September 2015, having been circulated, were signed by the chairman on the approval of the members. Two amendments needed.

15.09.01.05.4 Remove initial of Councillor by comments about Green Belt

13.08 needs to be amended to lorries, cars, tractors and trailers over humps

4. Neighbourhood Plan – Corrine O'Hare - from East Staffordshire Borough Council gave the Parish Council the following information about Neighbourhood Plans. There are 1500 Neighbourhood Plans being written at the moment, 100 have reached referendum stage so far. The villages of Bramshall and Stramshall are classed as Tier 3 in the ESBC Local Plan, where the Council plans for 250 dwellings over all the Tier 3 settlements in the borough. The Local Plan states:

A Neighbourhood Plan is a planning document for a particular area (e.g. our parish) and is tailored for our parish, once 'made' (adopted) it has the same status as Local Plan. It has legal force and would be used by the Borough Council to determine planning applications.

There are 16 neighbourhood plans in Staffordshire; Uttoxeter Town Council is writing one at present.

There are 16 steps to the process: see flow chart attached to the minutes.

Our area is rural, and the Neighbourhood Plan should reflect that and the wishes of the community. Each plan is different and can have any number of policies in it, based on community priorities. For example we might want to look at including green spaces, so they are kept in perpetuity.

Anslow Parish Council is good plan to look at for looking at in our area. Upper Eden is the first one in the country to go to referendum and is in a very rural area, therefore a good one for rural housing and how to ensure that we keep local people living in the area.

The neighbourhood plan takes up to 2 years, will need a steering group of the Parish Council plus some residents. A benefit of having a Neighbourhood Plan is that it is a tailored planning document.

The cost of the plan can be up to £15,000. There are grants, ESBC gives £5000, but the government has a fund that you can apply to for more money. If needed the parish council could employ a planning consultant with experience of writing Neighbourhood Plans. The ESBC Local Plan will be adopted on 15th October 2015 at a full Council meeting. The final Local Plan will be on the ESBC website soon after that. The Parish Council may then feel that the Local Plan has enough in it so that a Neighbourhood Plan is not necessary.

<http://www.eaststaffsbc.gov.uk/planning/planning-policy/core-strategy/new-local-plan/examination>

5. CLERK'S REPORT:

Previous meeting

15.06.10.01 – P/2011/00582 – Tollgate Cottage, Crakemarsh, ST14 5AR, the Clerk registered this building on 15th July 2015, with Historic England, reference 1428795 to be considered as a historic building of interest. They have now rejected our request. 25.09.2015 e-mail received and forwarded to Councillors.

15.09.01.03 A Parishioner from Willslock attended meeting to request more signage for Quee Lane, Clerk responded to by e-mail and made a request to ESBC.

15.09.01.05.09 – FoSSA Tithe Maps – the link was sent to Councillors on 4th September for them to consider the donation request to the Parish Maps and the Councillors requested a sample map for the Council to view. FoSSA provided photos of the maps so we can see some details, actual maps will be 6ft x 4ft in size. £220 donation required to provide maps. The Council voted on donation request, For 2, Against 7.

15.09.01.05.40 – A parishioner reported footpath repairs that needed to be undertaken in Stramshall, Cllr C Smith contacted the Footpath Team and they will update the Parish Council once the survey team have walked the paths and reported back on the repairs that can be carried out. Clerk e-mailed the Parishioner with an

update and was informed that one of the paths had been repaired.

15.09.01.08.01 Bramshall Vending Shop – the Clerk contacted the Vending machine company. The shop is best located on a village hall car park, so as not to involve third parties. We would need to provide a plinth of a single car size and a 13 amp power cable, at present Bramshall is just outside the area which they cover, but they are researching more villages in our area, so we might be able to have one in future. The alternative is to approach Village SOS and gain a grant for £25k to install the shop and run it as a community shop, that way all profits would go back into the village. The Council decided to not go forward with this idea at present.

15.09.01.13.02 visibility on B5027/Bennetts lane – by Sargeant Butcher – reported to PC Johnson along with Bennetts Lane narrow Bridge crossing. – 08.09.2015 PC Johnson responded saying he will chat to the vehicle owners, that he has monitored the bridge at the Bennetts Lane crossing and has not witnessed a back-up of traffic. The Clerk also asked PC Johnson about the black and white signs for speed watch area in Bramshall on 09.09.2015, no update at the time of the meeting.

15.09.01.13.06 – Trippy Farm, Stramshall, ST14 5ET – unauthorised access – reported to David Ward, enforcement officer ESBC on 09.09.2015 and to Tim Buxton Traffic Management Team on 11.09.2015 – this appears to be resolved now, as entrance is by Springfield House and a gate has been installed, the access was just widening the exiting access. The Councillors will report back if anything changes.

15.09.01.13.03 Aggregate Industries – fence and post damage on Uttoxeter quarry – the clerk contacted Grahame King the Estates Manager and his assistant, Tim Claxton responded on 15.09.2015 to say repairs have been booked into their maintenance schedule.

15.09.01.13.04 The clerk wrote to Mr Price to express the Council's thanks for looking after the Planters in Stramshall village and making them look so attractive.

15.09.01.13 humps on high street, contacted Tim Buxton – he advised that funding would be required and the funding is only voted on twice a year by Cllr Aitkins, before that he will need to assess the situation

15.09.01.13 entrance to Mill Farm, contacted Tim Buxton, Traffic Management, Staffordshire County Council – Tim Buxton asked me to write to the Mill Farm owners and gain an insight into their requirements – wrote on 11.09.2015 Mill Farm – 18.09.2015 owners of Mill Farm contacted the Clerk and gave insight into the speed issue. Clerk contacted Tim Buxton and JCB Speed Watch Team to ask for a speed watch to be on the rota.

29.09.2015 The clerk wrote to the owners of Mill Farm and explained that they are now on the Divisional Highways Programme List for Cllr Atkins to consider. Put this issue onto Highways Log so that I can update the parishioner when new information arrives from Tim Buxton. JCB cannot include into their speed watch, as the speed limit is over 40 mph. Tim Buxton advised that a road re-routing will reduce the use of this road, more details have been requested.

15.09.01.05.27 clerk wrote to Corrine O'Hare at Neighbourhood Plan Team to invite them to this Parish Council meeting. The clerk also e-mailed Leigh Parish Clerk to invite their Councillors to attend, they confirmed they will attend.

15.07.07.11.01 The allotment parking sign arrived, The Clerk mistakenly gave wrong size, but Council agreed the sign would be sufficient for now.

Asset Register – the current register was distributed, need to remove the Climbing Frame and add the Bramshall telephone Box and laminating machine.

Highways Report – root cutting in Spath – Clerk has asked for the report of the work that has been carried out. Not received yet.

Highways Report – contacted Tim Buxton Traffic Management Team with regards the priority sign on Bennetts Lane, he is going to inspect it again. Contacted D&G Bus and they have agreed to write a supporting letter for the Priority Signs and are sending it directly to Tim Buxton, with a copy for us. D&G letter received on 22nd September in support of traffic management. One of the Councillors gave an example of a recent issue, whereby cars were backed up to the Railway Crossing trying to get through the narrow bridge.

Highway Report – The clerk received an e-mail from Tim Buxton, Community Traffic Management Officer – 30th September – confirming that Cllr Atkins has agreed funding for the SID's traffic system for Stramshall and they are looking to do the same in Bramshall. Tim Buxton will locate these in the next couple of months. The Clerk to inform the Speed Watch coordinator of the funding.

Full Highways Log was sent to Councillor for an update.

This meeting

4.01 The Clerk would like to know if any flowers are needed to be order for the Remembrance Day events in the Parish. The Council advised none needed this year.

4.02 Dates for our next meetings. Set dates of 3rd November, 1st December, No meeting in January 2016, then meetings on 2nd February 2016 , 1st March 2016 , 5th April 2016 and 3rd May 2016.

4.03 Clerk discussed the Click IT invoice; it will now be £50 per month, so the Clerk will budget for £600 for web

support in next year's budget. This is a new price provided by ClickIT and the Clerk will gain a contract.

4.04 Next years' Budget needs to be completed by 2nd November meeting, Clerk to bring figures to that meeting. Last years' precept was £9300.

4.05 Bramshall flower bed –The Clerk to contact SCC to find out if the Parish can purchase the land.

4.06 The Willslock notice board has been ordered, but delivery will not be until 12th October due to running out of stock.

4.07 the planning course we booked was full, so two places have been booked on 11th November course at Stafford

4.08 Sara Booth from ESBC not available for this meeting, but will attend 3rd November meeting to discuss Neighbourhood Projects and funding available, she will allow our submission for funding to be accepted past the 30th October deadline.

6. CORRESPONDENCE:

6.01 The Clerk received an e-mail from Sara Botham (Neighbourhood Coordinator Rural & Resident Participation), East Staffordshire Borough Council regarding the Neighbourhood Priority Proposal grants. Deadline 30th October for funding applications. We have invited her to our November meeting. The Clerk to gain prices to replace the Playground equipment so we can apply for funding.

6.02 Julie Murfin, East Staffordshire Borough Council electoral team, asking if we wanted a full register of electorates, completed form to receive by e-mail.

6.03 Community Council of Staffordshire – Annual General Meeting date. 8th October 2015 7.30pm, Sandon Parish Room, Lichfield Road, Sandon, Stafford, ST18 0DN – reply by 24th September needed. Forwarded to councillors on 08.09.2015

6.04 e-mail regarding the Staffordshire Community Foundation which seeks to help residents back into work.

6.05 Grant Thornton invoice for Audit 2014-2015

6.06 South Staffs Water – confirmation that a direct debit has been set up for £17.50 per month

6.07 Grant Thornton – Annual Audit Return plus notice for display – this was displayed on notice boards.

6.08 e-mail about Church Eaton Village Market press release – 19th September, 17th October, and 21st November this year as a trial for a permanent market.

6.09 GC MuClulloch invoice August and September - £250

6.10 e-mail from Mr Price advised he spend £30 on paint and flowers for the tubs in Stramshall and if we reimburse him, he will use the funds of £30 towards more projects next year.

6.11 an e-mail from Bramshall Parish Hall committee enquiring about tree pruning around the village hall, the clerk contacted Outdoor Spaces at ESBC and they confirmed they would prune the trees within 4 weeks. The Clerk passed contact details to the Parish Hall contact, so they could liaise directly with Outdoor Spaces Team.

6.12 letter from D&G Bus that was sent to Tim Buxton at ESBC to support the Parish Councils request for traffic calming measures on Bennetts Lane narrow bridge, Bramshall. Received 22nd September.

6.13 Doveridge Landscaping Invoice - £94

6.14 ESBC Mayor confirmed he would attend the Honorary Award event on 21st November. The Clerk need to complete the pro forma for the visit and return to his PA.

6.15 SCVYS Newsletter from Cllr Aitkins – forwarded to Councillors on 25.09.2015.

6.16 SPCA invoice for Precept training course attended by Clerk on 22.09.2015 - £20

6.17 received the Audit report back from Grant Thornton and sent the audit survey back to them 25.09.2015

6.18 e-mail from Tim Buxton about speeding report carried out in 2007 and 2015 in Stramshall, showing speeding comparisons.

6.19 ClickIT charges for putting up the agenda the same day onto the website have changed, these were discussed by Councillors.

6.21 HSBC – letter asking for confirmation on Tax Status – Clerk to be advised by Council on how to complete this form.

6.22 SPCA newsletter with an item about Village Halls - LTN 21: Local Council Help for Village Halls

The Association regularly receives enquiries concerning the extent to which parish councils can help their local village hall and, most particularly, the ability to reclaim VAT related to any expenditure on such facilities. The attached legal topic note refers; as section 5 makes clear, the general rule is that any local council expenditure on building work etc. at village halls must be invoiced to the council itself and the goods / service involved effectively donated to the village hall, with no reimbursement made to the local council concerned from village hall funds. It was decided that the Council needs to investigate further, in case the Parish Council decide to be involved with Stramshall Village Hall. Bramshall Village Hall have just completed the process and gaining Trustees.

6.23 Entrust invoice - £83

7 Financial Regulations - website

7.01 The Financial Regulations were proposed by DO and seconded by RJ. These will now be displayed on the website.

8 TRAFFIC CALMING – report from Speed Watch Co-ordinator

8.01 One speed watch session this month, partly because of the weather and partly because of time constraints relating to when it gets light. The session counted 179 cars in 1 hour, at the Lorry Depot location, of these 25 were speeding. There were more speeding but we are finding it hard recording everything accurately when just 2 of us. Many of those caught speeding were JCB staff. There is a new co-ordinator working for Staffordshire Safer Roads Partnership. We have been able to arrange training (with the Newborough group) for 2 Bramshall residents who could not attend our session earlier this year, so I hope to see some activity in Bramshall soon and maybe even some sharing so we can each have a team of 3 when operating a speed watch. Can the Council please chase the Speed Indicator Signs promised by Cllr Atkins.

9 FREEDOM OF PARISH HONORY AWARD – JOHN WHITTAKER

09.01 – The minutes of the Honorary meeting were signed as a true record of the meeting.

09.02 The date for the event has been set for 21st November – The clerk has contacted Ann's catering, Soiree Catering for quotes and has booked the Bramshall Village Hall.

Soiree Catering gave a quote £235 and Ann's Catering gave a quote £6 per head - £282, The Council booked Ann's Catering. No alcohol was included within the catering quote, but a toast on the day would be nice. The Council voted that the budget for the event should not include alcohol. The Councillors will provide the alcoholic beverage from their own funds. The Clerk to research glasses hire.

09.03 There will be 47 guests invited – invites to be created and printed and sent – Lavins printers created these and Clerk sent out on 24.09.2015 with a reply by 2nd November – Clerk has the RSVP list

09.04 The Oak tree planting will take place during the w/c 16th November and John Whittaker will finish the planting on 21st November at 10.30am

09.05 The tree plaque to be made and ordered - Shoe Masters, The Maltings, Uttoxeter, for a 6"x5" brass plate for £32. This will need to be mounted on a wooden stake. The Clerk to arrange. The wording on the plaque needs to be confirmed as , " This Oak Tree commemorates the 46 years of service that, Mr John Whittaker, gave to this Parish. 21st November 2015".

09.06 The scroll was created by Lavins using wording from ESBC and a frame was bought by the Clerk.

09.07 ESBC Mayor visit form needs to be completed.

9.08 The Clerk to confirm the parking arrangements for the Tree Planting ceremony on Stone Road, Bramshall.

10 STRAMSHALL PLAYING FIELDS

10.1 A quote was requested by Wicksteed Swings Customer Care Team – the play inspection report was sent to them. 29.09.2015, no quote received by meeting.

10.02 Council need to decide how to pay for repairs, the quote to be brought to the next meeting for discussion.

11 PLANNING APPLICATIONS

Abbotts Bromley – designation of a Neighbourhood Planning Area – comments by 7th October. Clerk to write to say no objections.

P/2015/01215 – Ducks Crossing, Bramshall – detached dwelling and septic tank – comments by 29th September – no comments received

P/2015/00954 – Small Farm, Dagdale – prior approval to convert a barn to a dwelling. – comments by 9th October - Comments from April meeting P/2015/00483 Small Farm Dagdale Lane Dagdale Staffordshire ST14 5BJ Prior approval for the conversion of an agricultural building to form one dwelling house - Council commented that we need to be support the original planning decision to refuse it. Original planning application was 2015/0010. No Comment on this occasion as already commented.

P/2015/01293 – former parish hall, Church Lane, Bramshall – erection of an oak framed car port – comments by 9th October – Comment - This car port proposal is right on the road side and will cause visibility problems for the owners and church visitors leaving church. We need to consult Staffs County Council, I think any new application requires 40 metres clear visibility both sides. Ensure comment asks for visibility to be considered by ESBC.

P/2015/00702 – The Alders, Crakemarsch – retention of stable for use as living accommodation – comments by

10th October – Objection as it is a green belt setting.

P/2015/01285 – Old Wood, Hollington Lane, Stramshall – demolition of existing outbuilding to facilitate with implement building. – comments by 14th October - No comment.

P/2015/01230 – proposed Barn conversion, stone road, Bramshall – conversion of two agricultural buildings to form 3 dwellings. –comments by 23rd October. Objection as not a fit for the country side in a Green Belt area.

12. ACCOUNTS/FINANCIAL MATTERS:

- Cheques

Grant Thornton - £ £120

GC McCulloch -£250

Mr Price – paint and flowers - £30

Woodgrow Horticulture Ltd - £453.84

Doveridge Landscaping - £94

SLCC - £0.80p adjustment for voucher 19 invoice.

SPCA training - £20

JCA Graphics - £75.60

SJL Landscapes - £60

Click IT - £142

Entrust - £83.00

Clerks expenses - £87.45

- Direct Debits

South Staffs Water - £17.50 direct debit confirmation received

- Standing Orders

Clerks Wages - £220.97

- Payments Received on 30th September 2015

Precept £4,868.25

- Request to Transfer from Britannia to HSBC

Oak Tree £453.84

The above accounts were passed for payment on the approval of the members. RD proposed and DO seconded.

13. COUNCILLORS' REPORTS:

Spath – lamp opposite Brooklyns House, is being blocked by a tree, need to contact land owner to request tree to be trimmed.

A parishioner requested we display their charity poster in our notice boards, Council to view leaflets at next meeting to decide.

The Hedges on Rocester Road at Crakemars need to be cut, clerk to contact ESBC.

Hedges on Leigh Lane between lamp post C9 and C10 by Old Rectory need to be cut. Clerk to write to owner.

Loxley Lane has been designated a gritting zone for the winter.

The pot hole at the top of Bennetts Lane has not yet been filled.

Hedges on A522 by Park House, needs to be cut, as does the grass verge.

A parishioner in Stramshall wants to rent one of the garages in Spath, the Clerk to contact SCC to find out how they rent the garage and who owns them.

DATE AND TIME OF THE NEXT MEETING:

The date of the next meeting was set for Tuesday, 3rd November 2015 at Stramshall Village Hall at 7:45pm. The meeting was formally closed at 9.36PM .

.....CHAIRMAN