

Uttoxeter Rural Parish Council

<p><u>Minutes</u> of a meeting held on Tuesday, 6th September 2016, at the Village Hall, Bramshall. The meeting commenced at 7.32pm.</p> <p><u>PRESENT:</u> 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 and the clerk.</p> <p><u>1 APOLOGIES: None</u></p> <p><u>2 PUBLIC PARTICIPATION.</u> None</p> <p><u>3. MINUTES:</u> The minutes of the last meeting held on Tuesday, 5th July 2016, having been circulated, found a correction was needed, see below for correction. They were then signed by Chair. Correction to July 2016 minutes - item 12.01 – this should read; Cllr C Smith (Footpath Coordinator) to investigate who's responsibility it is, to maintain hedges at the entrances to footpaths.</p> <p><u>4. BRAMSHALL MEADOWS – s106 funds.</u> Presentation by Richard Rayson, Staffordshire County Council, with regards to Bramshall Village traffic calming funding from the S106, Bramshall Meadows development. 4.01 Mr Rayson gave a brief summary of the options that are available as speed calming through the village, he suggested that a site meeting with the councillors would be useful, in order to establish the best way to invest the s106 funds. The clerk will liaise with Mr Rayson and the Councillors to find a suitable meeting date and once the site visit has taken place, he will report back to the Parish Council.</p> <p><u>5. CLERK'S REPORT:</u> 5.00 apologies for the agenda not being on the website, it was sent to ClickIT on 30.08.2016 5.01 Clerk replied to parishioner about Licensing Act enquiry on 6th July 2016 – see item 5.06 in June minutes 5.02 Clerk contacted Entrust to get contract signed for playing fields –signed on 15.07.2016 5.03 Clerk e-mail Cllr Atkins OBE and Mr R Rayson of SCC to request they attend the September meeting to discuss the S106 Bramshall Meadows traffic calming scheme for Bramshall 5.04 Mr Green has offered to give a presentation to the Council about Freedom of Information and Environmental Information in the October meeting. Sent details to chair and vice chair for their comments. 5.05 The clerk requested the SID data from the Bramshall Village site from Tim Buxton - Highways Team at ESBC confirmed that getting the SID data from the cameras that were deployed in Bramshall would not be possible. 5.06 Clerk wrote on 12.07.2016 to Parishioner in Stramshall to express the Councillors thanks for his service to the Parish. 5.07 The Clerk reported the need for resurfacing of pavements in Spath. The Highways Log was updated. 5.08 The clerk obtained 3 quotes for the cutting of hedge outside 1-4 Croft, High Street, Stramshall. The Councillors voted that GC McCulloch be awarded the contract. 5.09 The Play Inspection Company has confirmed they will carry out the annual inspection in November 2016. 5.10 The Councillors interest forms were sent to East Staffordshire Borough Council on 19.07.2016. A link is on Parish website. 5.11 The clerk wrote to all allotment holders on 19.07.2016, with regards to the water tap left running, this affects the water bill. The Clerk suggested a small notice board on the allotments for future communications. Councillors felt the gate was a good place for notices. 5.12 It was agreed to waive the rent on plot 6a of the Allotments for this year, due to tenant clearing the plot of 3 yrs of weeds and old shed. 5.13 Clerk reported fly tipping at Cullamore Lane, ST14 8NJ – sofa and cushions. 22.7.2016 removed 23.07.2016 5.14 The highways log was sent to all Councillors 5.15 clerk sent all councillors the section q on planning law, which outlines barn conversions.22.07.2016 5.16 Clerk purchased a replacement football goal net and clips as one went missing - £20.94 and 7.99 for clips – 5.17 Clerk will do activity 2 & 3 of the ILCA course and then go on to do the CiLCA next year. 5.18 Clerk requested a bigger rubbish bin for Stramshall Playing Fields from ESBC on 26.07.2016. The bin was installed on 29.07.2016. Thank you to ESBC Environment Team for their quick response. 5.19 The clerk would like to change the schedule for draft minutes going to website, draft minutes to councillors by Friday, then feedback to clerk by Wednesday then draft minutes to website company on Friday – Councillors voted to accept new schedule.</p>	<p>Action</p>
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5.20 clerk requested hedges to be cut by landowner by car wash and garage in Spath

5.21 clerk sent ClickIT the updated insurance letter for website on 27.07.2016

5.22 Clerk sent ClickIT the Business Risk Assessment document for the Useful information area of website on 27.07.2016

5.23 Clerk contacted Kingstone Parish Council to request website details, as per 4.16 of last meetings minutes – clerk received a detailed response. Councillors requested to discuss this at the next meeting.

5.24 Clerk met with Tim Buxton from Highways Team, Staffordshire County Council, with regards to Broomyclose lane, Stramshall. Tim Buxton suggested placing 3 of the triangle sign with mother and child on it and to get the Neighbourhood Highways Team to clear the verges on the lane.

5.25 Clerk registered with the Pension Regulator on 1st August and brought staging date forward to 5th August 2016, because staging date was brought forward, clerk had to submitted a declaration of compliance about pension provision via telephone on 23.08.2016. Clerk opting out of pension scheme as earn less than £833 per month.

5.26 The clerk found an error in the pay scale; council used 2017 rates for SCP 19 not 2016. Wages should be £270.12, (£9.647 x 28 hrs) not £272.80. New standing order form to be signed and clerk to replay £8.04 as overpaid in July, August and September

5.27 Neighbourhood Team contacted clerk and asked for any projects, clerk gave them the list from May and added to cut back banks on Broomyclose Lane and clear ditches too. See list below: May request - Grass Clippings behind Willslock to be removed, Creighton Lane grass in middle of the road to be removed, Ditch going from St Michaels Road heading towards Tean to be cleared, Ditch on left of Playing Fields lane to be cleared, Pigeon Hay Lane/Leigh Lane junction ditch to be cleared, Creighton Lane ditches to be cleared by drainage plate, blocked ditch opposite Knightsland Farm, Quee Lane is causing flooding. August request - cut all the grass at both sides of the road on Broomyclose lane, right back to the hedge line and also clear out the ditches on both sides of the road, especially by the blind bend and ditch on the left at the Creighton Lane end.

5.28 Land Registry for Stramshall Village Green, ST14 5AL – clerk completed the ST1, FR1 and DL forms, however legal advice is needed for completion of the process. Staffordshire County Council Legal Team can complete the process for £400. Councillors voted as follows: 6 for, 1 against, 2 abstain. The Clerk will contact SCC to get process completed.

5.29 The clerk investigated wild flower seed for the verge by the allotments, Stramshall. Councillors requested Clerk to contact Highways Team to find out about permission to carry out this project and also the verge in Bramshall by Verney Close.

5.30 The Clerk was asked by the Councillors to write to Parishioner re: flower tubs in Stramshall and thank him for his efforts. Vote for a letter to be sent.

5.31 Speed humps in Stramshall – letter needs to be sent to parishioner to explain the humps will not be moved.

5.32 The Metal Fire Box for documents that was suggested in July meeting, the clerk is still investigating.

5.33 The clerk requested photos of the Bramshall inn VIP event from Lime house PR agency

5.34 The Clerk added No Comment to the Mineral Plan proposed schedules, as per 5.09 of 5th July 2016 meeting, the reference number for our response ID is ANON-N3Q8-M4QQ-D

5.35 The washer in the tap at the allotments has broken, clerk asked WH Durose to replace washer in the tap on 19.08.2016 – Councillors thanked WH Durose for his assistance.

5.36 The Clerk e-mailed Staffordshire Safer Roads Partnership with regards to the Parish Council request to site speed cameras in both villages. The Clerk received a reply explaining that the decision on if permission is to be granted was not finalised yet.

5.37 The Clerk e-mailed Staffordshire Safer Roads Partnership to follow up on the Bramshall Village being able to have the Black and White Camera signs in the village. The clerk received a response that black and white signs cannot be installed in Bramshall. .

5.38 Hedge in front of Greenacres, Stramshall Road, Spath ST14 5AF is overhanging road, needs cutting back. The Councillors requested that the Clerk write a letter to the owner.

5.39 The clerk was informed that a plaque for Bramshall Village Hall will be installed by the Village Hall Committee, stating that John Whittaker had been awarded the Freedom of the Parish.

5.40 Hedge in front of Trafalgar House, St Michaels Road, Stramshall, ST14 5AH is overgrown – Clerk to write to the owners.

5.41 Gravel on the Crakemarsch Road in the layby –Clerk to ask Highways Team to tidy up the piles, so gravel not affecting the road.

5.42 Archives for Parish Council records – The clerk contacted Staffordshire County Council, who confirmed they offer a free archive for Parish Councils. Councillors agreed to have old paperwork archived.

5.43 Grant Thornton have confirmed they received the Audit on 14th June and they confirmed on 31.08.2016 that it is the second stage review and should be with us in two to three weeks.

5.44 It is noted that the clerk has accepted an offer of employment in a similar, complementary, part-time role with Croxden Parish Council. Permission had been sought to take up the offer in accordance with item (7) of the clerk's contract of employment.

5.45 The clerk will take 2 days holiday in October.

5.47 The football pitch has not been marked this year; it will be marked on 08.09.2016. Clerk to investigate how often the contract states for marking.

6. CORRESPONDENCE:

6.01 letter from Came and Co to say they are joining Stackhouse Poland a change in trading style – from 1st July will be trading in style of Stackhouse Poland Ltd. Company number is now 1163431 and regulatory number is 309340

6.02 South Staffs Water – water statement for Allotments – 15th January to 5th July £32.97 in credit. Direct Debit remains at 6.50 per month.

6.03 HAGS play equipment newsletter

6.04 HM Revenue, confirming that £249.91 to be deposited on 21.07.2016 as a VAT refund.

6.05 Bramshall Village came first in Best Kept Village – Councillors requested the Clerk write to the Committee to congratulate them on their achievement.

6.06 SPCA bulletin – 04.08.2016 - Councillor Commission is conducting an independent review of the role and work of the councillor and of the contribution made by councillors to the governance of their communities and the country. Councillors forwarded on 05.08.2016 for completion.

6.07 ESBC Community Safety Survey – this needs to be completed by 7th September, Clerk to bring a paper copy to meeting and then complete on line by 7th September.

6.08 Notice from Highways Team - this Notice, to make an Order the effect of which will be to prohibit any vehicle from proceeding in that length of B5027 Stone Road, Bramshall so much as passes over and is in the immediate vicinity of the level crossing for a distance of approximately 20 metres either side unless the vehicle is being used in connection with the works. – 1st October is proposed date.

6.09 The clerk received an e-mail with regards to a bonfire at the allotments left unattended. Councillors requested that next year's Allotment contract state that bonfires not to be left unsupervised.

6.10 HSBC is closing their Uttoxeter Branch on 11th November 2016 – account to be transferred to Burton on Trent. Councillors decided to keep HSBC bank.

6.11 e-mail from Cllr Atkins about the Community Funds still available from the Commission of the Police.

6.12 A complaint about a planning notice being amended on the Stramshall Village notice boards was sent to the Planning Officer and copied to the Parish Council. The meeting was advised that the planning notice was put on the noticeboards and the contents of the application were highlighted due to the nature of the application and the importance on the Community. – The Clerk advised the Council that in the Summer and Winter breaks, when an issue that affects the community is raised, an emergency council meeting can be called to discuss the item.

6.13 The allotment contract was returned from 6a tenant.

6.14 Letter from Leek Building Society, explaining that interest rates on our charity account will be 0.10% from 2nd October 2016

6.15 Letter from parishioner with regards to the planning application P/2016/00961 – a paper copy has been printed for each notice board in Stramshall and hand written notes have been added, see 6.12 above.

6.16 Tesco has started a new small award scheme; the awards will be £5k, £2k, £1k.

6.17 The pension regulator wrote a letter to confirm that we had completed the declaration of compliance under the Pension Act 2008 stating no employee eligible for pension. The next declaration is in 2019

6.18 e-mail from Staffordshire Police - The European Traffic Police Network (TISPOL) have designated the 21st September 2016 as Project EDWARD – European Day Without A Road Death – they want all speed watch people out on duty during that day to record speeding.

6.19 Community Council of Staffordshire Annual Meeting is on 6th October at Stowe By Chartley Village Hall at 7pm.

6.20 Society of Local Council Clerks AGM – 14th October at 4pm, Jurys Inn, Hinckley Island Hotel, Hinckley.

6.21 phone call from Parishioner about the speed humps on high Street, Stramshall, the resurfacing of the road has meant they are now too low. Also requested that a new hump be installed on the corner of cedar drive, Hollington road and st Michaels road. Clerk has reported both requests to the highways team and put onto the highways log.

6.22 Speed Watch Update

The cars were monitored outside church in Stramshall, but could not record those speeding as they were travelling down the hill. PC Graham Johnson confirmed that for safety reasons we cannot monitor cars coming down the hill. We do not have enough volunteers to actually get a team together to monitor in Bramshall need a 3rd person to help watch and record in Stramshall.

The Councillors asked the Clerk to contact Bramshall and Stramshall Newsletter to see if they will highlight the need for volunteers.

6.23 e-mail from the Parish Council Notice Board company, giving details of notice boards prices.

7 SPATH FLOODING

7.01 Severn Trent made site visit on 05.06.2016 and 06.06.2016 to clear drains and put a camera through drains.

7.02 Severn Trent updated on 29.07.2016 – they are still awaiting the large jetting machine to clear the drain, they are in contact with their legal team and highways to find a way forward.

7.03 clerk contacted Severn Trent, Chris Owen on 30.08.2016 for an update, he is on annual leave until 05.09.2016.

8.00 STRAMSHALL PLAYING FIELDS

8.01 Building regulations confirmed we do not need planning or building regs to install the climbing frame.

8.02 Clerk asked Wicksteed, Creative Play and Ian Davies Ltd for quotes for 1m high galvanised steel fencing to enclose the play equipment. 46m in length plus a gate of 1 m

8.03 Clerk submitted the Neighbourhood Development Funding application to ESBC on 16.08.2016 for galvanised fencing, used local quote of £3900 + VAT – we have been awarded the grant 02.08.2016

8.04 WH Durose provided top soil and labour to repair the goal mouths and dips in the playing field, as per July meeting

8.05 Tesco has confirmed they will let us know by end of October about the grant for the climbing frame.

8.06 JCB Bamford Trust next meeting is 21st/22nd September and will have an answer by the end of September about our grant application.

9.00 PLANNING APPLICATIONS

SPCA bulletin 04.08.2016 advised the following:

LTN 60: Following release of the updated LTN 60 on copying planning documents, NALC has had a few questions which show that there remains some lack of clarity about the copying of planning documents. It has therefore rewritten and clarified paragraphs 4 to 8 of the LTN.

NEIGHBOURHOOD PLAN

UTTOXETER NEIGHBOURHOOD DEVELOPMENT PLAN – This was sent in an e-mail dated 12th August from Corrine O'Hare at ESBC, offering the opportunity to make comments on the plan, comments can be submitted from 12th August – 26th September. The documents can be found on the ESBC website:

<http://www.eaststaffsbc.gov.uk/planning/planning-policy/neighbourhood-plans/uttoxeter>

Clerk to send, NO COMMENT

ENFORCEMENT

P/2016/01064 - Spath Cottage, Ashbourne Road, Spath – continued use of double garage as Dog Grooming Parlour – comments by 16.09.2016 - The Clerk to comment that application needs to be investigated about land ownership.

APPEAL DECISION

P/2015/00702 – The Alders, Old Uttoxeter Road, Crakemarsh, Uttoxeter ST14 5BL – appeal is dismissed.

P/2015/01215 - APP/B3410/W/16/3145427 – Ducks Crossing, Stone Road, Bramshall, ST14 8SH – appeal is dismissed.

WITHDRAWN

P/2016/00744 – Trippyhill Farm, Hollington Lane, Stramshall, ST14 5ET- conversion of an agricultural building to form a dwelling – withdrawn on 25th July 2016

REFUSED

P/2016/00665 – Eaton Villa, 11 Broomyclose Lane, Stramshall – conversion of existing attached garage to form a single dwelling – REFUSED

P/2016/00807 – The Alders, Old Uttoxeter Road, Crakemarsh, ST14 5BL – sub-division of existing single dwelling to create 2 no. dwellings – REFUSED

P/2016/00817 – Land adjacent, Cox Bank Farm, Cullamore Lane, Willslock - conversion of barn to an agricultural workers dwelling, erection of a two storey extension and relocation of access - REFUSED

PERMITTED –

P/2016/00448 – Lightwood Fields, Leigh Road, Bramshall, ST14 5BH – erection of a part two storey part single storey rear extension, two storey side extension and a front porch – PERMITTED

P/2016/00689 – Hurst Farm, Leigh Lane, Bramshall, ST14 5BQ – erection of an agricultural building for housing of livestock, silage clamp and effluent tank - PERMITTED

P/2016/00764 – The Alders, Old Uttoxeter Road, Crakemarsh, ST14 5BL – retention of hardstanding and static caravan - PERMITTED

NEW

P/2016/00817 - Land adjacent Cox Bank Farm Cullamore Lane Willslock Staffordshire ST14 8NJ - Conversion of barn to an agricultural workers dwelling, erection of a two storey extension and relocation of the access – comments by 4th August 2016 – comments to be added are: new proposed size is not conducive to property and does not comply with the re-use of redundant buildings East Staffs SPD(Supplementary Planning Document)
Comments added 03.08.2016

P/2016/00881 – Barns at Dagdale Lane, Dagdale, ST14 – conversion from barn to dwelling – comments by 10.08.2016
Comments added on 10.08.2016

P/2016/00940 – Yew Tree Farm House, Dagdale Lane, Dagdale, ST14 5BJ – erection of a detached storage building – comments by 16.08.2016 - comments added 10.08.2016

P2016/00961 – Hare and Hounds, High Street, Stramshall, ST14 5AL - Continued use of former public house as bed & breakfast accommodation with ancillary bar and restaurant. Comments by 18.08.2016 –comments added 19th

August, forwarded to councillors by e-mail

P/2016/00952 – Quee Lane Farm, Quee Lane, Willslock ST14 8RB – erection of a stable, storage shed, demolition of animal sheds, change of use of cow shed to form garage and office ancillary to existing farm house and formation of an access track – comments by 22.08.2016 – comments added 18.08.2016

P/2016/00972 – Gibbs Leasows Farm, Stafford Road, Uttoxeter, ST14 8QA – erection of two agricultural buildings, one for housing livestock and one for storing fodder – comments by 23.08.2016 – no comment added on 19.08.2016

P/2016/00423 – proposed golf course, woodseat level, Rocester – erection of a gatehouse, gates, associated walling and internal access road – revised application – comments by 06.09.2016 – added no comment on 06.09.2016

P/2016/00434 - proposed golf course, woodseat level, Rocester - Application under Section 73 of the Town & Country Planning Act 1990 for the construction of an 18 hole golf course and associated practice facilities, including the erection of an in fill extension linking Woodseat Hall ruins to the existing outbuildings in order to form club house, erection of a detached building to form squash courts, erection of a detached building to form buggy park and refuse store, erection of two steel framed buildings to form golf buggy charging facility and maintenance store, siting of two rain shelters, conversion of existing bungalow to form workshop and stewards accommodation, demolition of existing JCB International Training Centre and existing steel framed storage shed, formation of attenuation and irrigation lakes, associated landscaping, earth works, drainage works and car parking, formation of tennis courts, and improvements to access to Hollington Road and B5030 without complying with Condition 19 of planning permission

P/2014/00228 dated 16/07/2014 relating to amended access arrangements – revised application – comments by 06.09.2016 – no comment

P/2016/00713 – Loxley House Caverswall Lane Lower Loxley Staffordshire ST14 8RZ - Erection of a part two storey, part single storey side and rear extension – comments by 07.09.2016 - Clerk to add No comment

P/2016/01159 - Cropwell House, High Street, Stramshall, Staffordshire, ST14 5AL - Erection of a single storey side and rear extension – comments by 21.09.2016 – Clerk to add no comment.

ES.16/15/524MW – Mineral Planning application – details sent via e-mail by Matthew Griffin, Planning, Policy and Development Control, Staffordshire County Council - Planning Application No. ES.16/15/524 MW - Application to vary conditions 1, 2, 8, 9, 10, 32, 38, 39 and 42 of permission ref. ES.11/13/524 MW to alter the sequence of phased extraction and to revise the date for cessation of mineral extraction from 30 November 2016 to 30 November 2026 and restoration from 30 November 2018 to 30 November 2028 at Uttoxeter Quarry, Ashbourne Road, Spath, Uttoxeter

21 days from 26th August to respond - could email your Council's comments to planning@staffordshire.gov.uk and include our application reference number in your reply.

The clerk drafted a comment and sent to Councillors for their input.

10 ACCOUNTS/FINANCIAL MATTERS:

CHEQUES

Doveridge Landscaping – Stramshall church yard - £192 – This cheque signed in August

SIL Landscaping – Bramshall Plaque and churchyard - £216 – This cheque signed in August

Entrust – Stramshall playing fields – July - £84 – This cheque was signed in August

GC McCulloch – July and August playing fields cut - £250 – This cheque was signed in August

Doveridge Landscaping – Stramshall Church Yard - July - £96

Doveridge Landscaping – Stramshall Church Yard - August - £96

WH Durose – Stramshall playing fields – replace 36m of fence - £923.40

WH Durose – Stramshall Playing fields – top soil/grass seed for football pitch - £188.40

Mrs VRE Gibson – clerks expenses – July – includes football net and clips - £46.17

Mrs VRE Gibson – clerks expenses – August – includes football net pegs - £23.10

STANDING ORDERS

Mrs VRE Gibson – Clerks Salary - £272.80 - 1st August

Mrs VRE Gibson – Clerks Salary - £272.80 – 1st September

DIRECT DEBITS

Staffordshire Water – Allotment Water – 1st August - £6.50

Staffordshire Water – Allotment Water – 1st September £6.50

PAID IN

HSBC – Safe Fee refund – £25.54

HMRC – VAT Refund - £249.91

Clerk wages overpayment – 8.04 – 07.09.2016

OPENING BALANCE – 1st August - £3,886.32

Spent since last meeting and at this meeting - £2,673.67

CLOSING BALANCE - £1,212.65

BUILDING SOCIETY BALANCE £14,011.72

Second half of precept due 30.09.2016

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

11 COUNCILLORS' REPORTS:

11.01 There is a large pot hole on Creighton Lane, by Bridge Farm junction with Stramshall Road, please report.

11.02 – The Clerk to investigate if the speed limit can be reduced from Beamhurst to Stramshall, especially by the bridge.

11.03 The Clerk to report that the verges and trees need to be cut back on the A518 by Aldridge Bridge.

11.04 The Clerk to report that the hedge needs to be cut by Crakemarth Hall on B5030 heading to Rocester.

11.05 The waste bins are being left out by the cottage at the top of Bennetts Lane and causing a visibility issue, Clerk to write to the owners.

11.06 The clerk to request the gully machine to Knightsland Farm, Quee Lane, as it is flooding still.

11.07 The Clerk to report the sink hole by Bramshall Inn has increased. Meeting advised it was marked by the Highways Team on 05.09.2016

DATE AND TIME OF THE NEXT MEETING:

The date of the next meeting was set for Tuesday, 4th October 2016 at Stramshall Village Hall at 7:45pm. The meeting was formally closed at 9.49pm.

.....CHAIRMAN