

# Uttoxeter Rural Parish Council

<p><u>MINUTES</u> of a meeting held on Tuesday, 7<sup>th</sup> April 2015, at the Village Hall, Bramshall. The meeting commenced at 7:30pm.</p> <p><u>PRESENT:</u> Mrs J. Pattinson-Evans (in the chair), Messrs. T. Ollerenshaw, D. Oulsnam, T.Postlethwaite, P. Smith (Vice Chair), Mrs. G. Smith, Cllr. C. Whittaker, Mr J. Whittaker and the Clerk.</p> <p><u>04.15.01 APOLOGIES:</u> R Dunn, R Jones</p> <p><u>04.15.02. MINUTES:</u> The minutes of the last meeting held on Tuesday, 3<sup>rd</sup> March 2015, having been circulated, were signed by the chairman on the approval of the members.</p> <p><u>04.15.03. CLERK’S REPORT:</u>          With reference to the actions from the previous minutes the Clerk reported the following.          01.15.06.03 Gritting information, this was sent to all councillors on 10.03.2015          03.15.04.03 All correspondence from last meeting was scanned and sent to Councillors on 02.04.2015          03.15.04.04 Quee Lane quotes – Chris Mitchell is looking at our Lenghtmans budget to find out if we have enough budget left. It was confirmed we have funds available. JEP, PS,DO received both quotes from WH Durose and Whealhall. Contract awarded 19.03.2015 to WH Durose.          03.15.06.01 Code of Conduct - all Councillors e-mailed information packs on 11.03.2015          03.15.07.01 Solar Panel traffic calming – The Chair is liaising with Cllr Whittaker regarding this issue.          03.15.08.01 Website – the new contact details are now on the website for Bramshall Village Hall          03.15.09.01 The Clerk sent ClickIT the meeting dates for the coming year. The minutes were also sent on 09.03.2015.          03.15.09.03 – Clerk found 2014 AGM minutes, JEP to provide Chair report before May meeting.          03.15.10.01 The Clerk contacted Planning regarding P/2014/ 01661 – Clerk advised that the relocation of the Barn on the site was put out for consultation and plans are now passed. Planning is unable to enforce the closing of the entrance on the corner.          03.15.12.01 – Spath flooding – A Technical Review Officer will deal with this at County Council. – the report was given reference 4011712 by the Council contact centre – The Clerk was updated that it is now in the Council scheduling process for root cutting and jetting.          03.15.12.02 – JCB and Beamhurst weak bridge – Clerk sent an e-mailed to PC Becket 09.03.2015 and spoke to Tony Duff at JCB on 09.03.2015. Tony Duff confirmed he had instructed his team to avoid the bridge from now on.          03.15.12.03 – The Clerk reported sumps missing by Grey Cottage – Clerk called contact centre and was given a reference. – Reference number 4011708 – call back on 23.03.2015 for an update – 30.05.2015 they could not find sumps on first inspection will go back – update in 10 days.          03.15.15.12.05 Priority sign on Bennetts Lane, Bramshall for the railway crossing–Chris Mitchell commented by e-mail on 07.03.2015 that the current system is satisfactory. He expanded, “As the crossing is already under a barrier system then I am not sure how a signalised priority system could be accommodated into that arrangement – this could introduce the potential for a serious conflict, i.e. giving a green light just as the barriers start to come down. The existing flashing lights are the recognised traffic management for such a layout. The lane is also wider in the vicinity of the level crossing to enable two way flows on both approaches and there is a ban on HGVs (other than for along access to the lane itself) so we should only really be seeing cars for the most part.”</p> <p><u>04.15.04. CORRESPONDENCE:</u>          4.01 The Clerk read out an email received from Connect Roads – regarding the A50 performance report produced by Balfour Beatty each year.          4.02 The Clerk confirmed all Ballot papers received and distributed to Councillors on 11.03.2015          4.03 The Clerk confirmed that a renewal notice arrived for Society of Local Council Clerks          4.04 The Clerk confirmed that a parishioner reported flooding from the Car Wash – this has been reported to the Highways 18.03.2015 Reference 4012672 and will be followed up by 30.03.2015 – The Clerk was updated on 30.03.2015 – the Highways Team confirmed this job is on their system and awaiting a decision after further inspection to be carried out.          4.05 The Clerk read an e-mail from a parishioner about traffic calming issues in Stramshall.          The points raised by the Parishioner were: Advert in Bramshall News and Leaflet drop for the Speed Watch Campaign has been completed and the parishioner will update the Council if any volunteers come forward.          Over hanging hedge by the Car Wash in Spath causing concern for residents who need to walk in the road to avoid, this was cut on 20<sup>th</sup> March. Bus Stop location for school pick up’s, Chris Mitchell from the Highways Team has</p>	<p>Action for:</p>
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confirmed the Bus Company have reviewed this site and are happy with the location.

4.06 The Clerk confirmed a parishioner requested clarity from the Council about the traffic impact from the A50 widening scheme. – The Council were informed at the initial Consultation Meeting with the County Highways Agency that no extra traffic will go through the village.

4.07 The Clerk confirmed that Brightpay license is due for renewal – this is free for fewer than 3 employees and accepted by HMRC, so Clerk will use this to submit HMRC PAYE returns.

4.08 The Clerk confirmed that our Audit date is 15<sup>th</sup> June 2015 and will be carried out by Grant Thornton.

4.09 The Clerk reported that PC 5793 Steven Marriott contacted the Council to introduce himself, he is part of the Burton on Trent, Problem Solving Team and now has our meeting dates and may come to a meeting to introduce himself.

4.10 Andrew Bedding from Came and Co confirmed our insurance is due for renewal on 1st June.

4.11 An introduction to the Council was made by CSS Pest Control regarding our Moles contract.

4.12 Matthew Pickering forwarded a customer contact questionnaire to be completed by Councillors – sent 18.03.2015 – this has now been put on hold – Cllr Whittaker confirmed

4.13 East Staffordshire Clinical Commissioning NHS sent an Improving Life's booklet this was forwarded to Council by e-mail

4.14 Localities Fund Commissioning Prospectus was received by Cllr Atkins and forwarded to Council

4.15 People Power Fund details were received and forwarded to Council - The fund is supporting locally-driven community activities throughout Staffordshire and Stoke-on-Trent. These could include providing long-term, sustainable positive activities for young people to help reduce anti-social behavior, mentoring programme for targeted local groups through to activities that reassure and improve the quality of life in local areas. The Clerk to make an application for the Speed Watch signs x 4.

4.16 Empty Property Act forwarded to Councilors

4.17 SPCA – Staffordshire Parish Councils Association - subscription for 2015 is now due

4.18 Sam Griffiths from Neighbourhood Highways Team information received – we need to provide a list of possible works needed in the Parish as soon as possible.

4.18 Community Council of Staffordshire Membership renewal now due - £25 membership fee

4.19 Planning Practice Guidance information sent by Amanda Willis, Programme Officer on 25.03.2015 and forwarded to Councillors on 27.03.2015

4.20 A parishioner reported the hedge at the top of Hollington Lane, junction with Watery Lane, opposite The Lawns Farm – reported to highways on 30.03.2015 Reference number 4013482

4.21 Sump still not repaired by Knightsland Cottage, Quee Lane, they still have plastic barriers and sump not repaired this was reported to the Highways Team - Reference 4013485

4.22 Corner of Quee Lane and Scounslow Green Lane the drain is full of mud and needs to be sucked out by highways. This was reported to the Highways Team - Ref 4013486

4.23 – The clerk received an e-mail from PC Mark Kitchen offering his apologies for the meeting.

4.24 The Clerk received a letter from Britannia Building Society regarding Financial Services Compensation Scheme

4.25 Letter from Andrew Griffiths to R Jones regarding Traffic calming for Stone Road in Bramshall. Andrew Griffiths included a letter from John Tradewell, Staffordshire County Council with regards to the measures being considered for Stone Road.

4.26 Letter received from St Lawrence Church, Bramshall regarding financial assistance for installing an extension to the boiler house to include a kitchen, baby changing facilities and a toilet. The Council agreed to add this to the next Agenda for discussion and write to St Lawrence Church to advice of decision.

#### 04.15.05 CONDUCT OF MEETINGS

5.01. The Clerk has forwarded all documents to Councillors – Code of Conduct, Standing Orders, Publications, Financials for consideration.

5.02 The Clerk obtained the public participation statement from Castle Donnington Parish Council, it was agreed to add this statement to the website and adhere to it at future meetings.

#### 04.15.06 TRAFFIC CALMING:

6.01 The Clerk confirmed that a parishioner has contacted Chris Mitchell and PC Johnson regarding traffic calming.

6.02 The Clerk reported that JCB Community Speed Watch have included Stramshall into their area. The organiser confirmed that JCB have now adopted Stramshall into their Community campaign and carried out the first patrol on 20<sup>th</sup> March and will continue to include Stramshall on their rota of sites they cover.

6.03 PC Johnson has confirmed that the Police have increased the time spent in the Patrol Strategy with regards to speeding and traffic calming.

6.04 Chris Mitchell has confirmed that he has reviewed the speed limit between Beamhurst and Stramshall and finds the current speed limit correct.

6.05 Parishioner requires an update on the traffic management in place for the A50 construction.

6.06 The Clerk confirmed that The Road Safety Partnership – Unipart Dorman have been contacted about their solar 30mph signs and have sent information with regards how they can help and the quote for signs.

6.07 The Clerk contacted Chris Mitchell regarding speed watch in Stramshall and he gave us the following statement - Chris Mitchell confirmed on 30.03.2015 that the speed survey has been carried out in Stramshall and the results will be analysed in due course. Following this and with the support of Cllr Atkins, consideration will be given to what, if any, measures are appropriate to the location and how these may be taken forward.

6.08 The Clerk was requested to complete the Staffordshire PCC application form by 14<sup>th</sup> April deadline for funding to buy Speed Signs for the entrance/exit to the villages of Stramshall and Bramshall.

6.09 The Clerk was asked to write to Abbots Bromley and Kingstone Parish Councils to ask them if they would support a speed survey with the view to change the speed limit on B5013.

#### 04.15.07 FOI REQUESTS

7.01 A parishioner requested an update on her request for FOI with reference to the December minutes, reference 12.14.7. The Council confirmed that the previous Clerk had replied to the Parishioner on 9<sup>th</sup> December and the Council requested that the new Clerk forwards the original e-mail to the Parishioner.

#### 04.15.08 PLANNING APPLICATIONS:

P/2015/00223 - Old Wood, Hollington Lane, Stramshall, Staffordshire, ST14 5ER - Demolition of existing dwelling to facilitate the erection of a detached replacement dwelling – no objections from Council – notes added 20.03.2015

P/2015/00356 - Caverswall Farm Caverswall Lane Lower Loxley Staffordshire ST14 8RZ Prior Approval for the conversion of existing barn/store to form dwelling– Local concern has been expressed – no comment from the council needed.

P/2015/ 00479 - The Beeches Cullamore Lane Willslock Staffordshire ST14 8NJ - Prior notification for the erection of a covered yard area to form implement and feed store – No objection

APP/B3410/W/14/2224200 – Land off Carry Lane, Lower Loxley – Appeal decision – turned down on appeal

P/2015/00359 - Proposed Barn Conversion Cullamore Lane Willslock Staffordshire ST14 8NJ – objection on proximity to the highway – road safety issue.

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.

P/2015/00426 Woodford Park Farm Moisty Lane Marchington Staffordshire Siting of a mobile home for use as a temporary agricultural workers dwelling for a period of 3 years – no comment

EMBC V Thomas Jenkinson – failure to comply with a S215 notice – details sent to councillors 01.04.2015 -

P/2015/00501 7 Oakden Close Bramshall Staffordshire ST14 5NL Erection of a single storey side extension - no comment

#### 04.15.09 WEBSITE

09.1 New Clerk details are on the website. The dates and times of meetings have been updated. Contractors list has been updated.

#### 04.15.10 BEST KEPT VILLAGE

10.1 Wild Flower Seeds to be put along right hand side of Stocks Lane, by the piece of ground near the Waterworks, The Waterworks area will be prepared first, BKV are confirming with Highways if this plan is acceptable. The Council confirmed that £20 for both villages will be refunded on receipt of invoices for the Wild Seed needed to carry out this planting.

10.2 The Clerk confirmed a cheque has been raised for £34.30 to enter the Best Kept Village competition.

#### 04.15.11. ACCOUNTS/FINANCIAL MATTERS:

11.01 Clerks Wages	£214.06 – Standing order
11.02 Computer repair and yearly virus software	£85.00
11.02 Clerk expense	£64.39
11.03 Entrust	£79.99
11.04 SPCC subscription	£368
11.05 Stramshall Village Hall Rent	£30
11.06 Bramshall Village Hall Rent	£30
11.07 Community Council of Staffordshire	£25
11.08 Best Kept Village fee – Anne Harris	£34.30
11.09 SJL Landscapes Ltd	£30
11.10 Total Pest Control	£75
11.11 Click IT	£180
11.12 Society of Local Council Clerks	£77

VAT return sent to HMRC on 23.03.2015

The above accounts were passed for payment on the approval of the members. Proposed by DO and seconded by TO

04.15.12. COUNCILLORS' REPORTS:

12.01 Reference was made about the Loxley Café being extended and comments will be sent to the Clerk for inclusion on the planning application.

12.02 Letter from Parishioner regarding St Laurence Church – put onto the correspondence for next month.

The Clerk to write and say that it will be brought to meeting for consideration

12.03 It was reported that there is damage to Beamhurst Bridge – two of the top coping stone are nudged so needs to be reported to the Highways Team

12.04 Pot hole outside the allotments, junction of Broomy Close Lane – this needs to be reported to Highways.

12.05 Pot hole by Spring Fields near to the bridge in Beamhurst – opposite Stramshall Mill Farm – this needs to be reported to Highways

12.06 The Planning/Enforcement Officer needs to report to the Council on the Cabin and the signage for the car wash in Spath, The Clerk to contact Planning Officer for a follow up.

12.07 The Clerk to send a copy of the Garden Landscapes invoice for the Lawnmower to Cllr Whittaker Office, in order that a refund to the Council for the purchase can be made.

12.08 The Clerk to contact Wilfred Elks Trust Fund with a view to gain funding to renew our play equipment in Stramshall Playing Fields

12.09 The Clerk to send everyone a copy of the Clerk employment contract – also send through the new rates of pay issued by SPCC in January.

12.10 Councillor John Whittaker announced he will be retiring at this meeting. The Chair thanked John for his work while being a Councillor and everyone expressed their sadness. The Chair commented, “We will miss the knowledge and experience you brought to the Council. “

DATE AND TIME OF THE NEXT MEETING:

The date of the next meeting was set for Tuesday, 19<sup>th</sup> May 2015 at Bramshall Village Hall at 7:00pm for AGM, with the May meeting taking place straight afterwards at 7.30pm. The meeting was formally closed at 21.15pm.

.....CHAIRMAN