

# Uttoxeter Rural Parish Council

<p><b>Public Participation statement</b></p> <p><i>Within the first 15 minutes of each Parish Council Meeting, members of the public may make representations, give evidence or answer questions in connection with items included on the agenda. At the discretion of the Chairperson, the meeting may be adjourned to give members of the public present an opportunity to raise other matters of public interest.</i></p> <p><b>PRESENT:</b> Messrs. T. Ollerenshaw, D. Oulsnam, R. Jones, T. Postlethwaite, P. Smith (Chair), Mrs. G. Smith, Mrs J. Pattinson-Evans, Mrs. R. Dunn (Vice Chair), Mrs C Smith, Cllr. C. Whittaker and the Clerk.</p> <p>New Councillor Mrs Cathy Smith was welcomed and all Councillors introduced themselves to her.</p> <p>Minutes of a meeting held on Tuesday 19<sup>th</sup> May 2015 at the Village Hall, Bramshall. The meeting commenced at 7.30pm</p> <p><u>05.15.01 DECLARATIONS AND REGISTER OF INTERESTS</u> – all forms completed</p> <p><u>05.15.02 APOLOGIES:</u> none</p> <p><u>05.15.03 PUBLIC SESSION</u> - the statement was read out.</p> <p>Parishioner John Whittaker stated that he was honoured to have a tree planted in his name within the Parish. He requested it be planted in Autumn at Bramshall. He thanked the Council for the generous gesture. RJ requested a plaque to be made for the tree, so that people know why that is it planted – The Clerk will get quotes for JW and the two Queens Jubilee trees in Bramshall and Stramshall. RJ advised the Council to consider an oak tree and he will research where to purchase it.</p> <p><u>05.15.04 MINUTES:</u> The minutes of the last meeting held on Tuesday, 7<sup>th</sup> April 2015, having been circulated, were signed by the chairman on the approval of the members. DO proposed and TO seconded them</p> <p><u>05.15.05 CLERK'S REPORT:</u>          With reference to the actions from previous minutes the Clerk reported the following:          04.15.12.06 – Car Wash caravan, updated needed from Planning Officer/Enforcement Officer – Planning number – P/2013/00527 – Dave Ward/Rob Duckworth – the enforcement officer will be visiting on 15.05.2015 to determine if any planning is being breached, however Rob Duckworth confirmed notices have been removed and the Car Wash are being advised to apply for planning to get temporary permission for the cabin/caravan if this is to stay on site or remove it.          04.15.04.08 The Audit will take place on 15<sup>th</sup> June, internal auditor will confirm the Clerks figures by this date. A notice for the Audit was issued on 15.05.2015 with public access to the accounts being offered by appointment.          04.15.04.15 – The Clerk can confirm an application to the Commissioners People Power Fund was sent on 13.04.2015. The application was for Speed Watch Signage for Bramshall and Stramshall – the Commissioners Fund will inform the Council of its decision by 4<sup>th</sup> July 2015.          04.05.12.08 The Clerk wrote to Elkes Trust to enquire about how to apply for funds          04.15.12.09 The Clerk will review the NALC standard employment contract and payment structure and bring amended contract, which will take into account our Parish requirements, this will be brought back to next meeting for the Councillors to consider.</p> <p>Reference to this months' actions:          05.01 The Clerk returned the Localism Survey to SPCA          05.02 The Clerk received notification that the Elections were uncontested in our Parish – notices were displayed from 18.04.2015 by DO and JEP          05.03 The Clerk downloaded Brightpay 2015/2016 to use for payroll; this is a free service and is accepted by HMRC.          05.04 The Clerk requested ClickIT to amend the AGM time and venue on website – 15.04.2015</p>	<p>Action for</p> <p>GG</p>
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05.05 The Clerk has requested that Bramshall and Stramshall Village Hall details be added to our website – 22.04.2015	
05.06 Mr McCullough had an enquiry from a Parishioner living at Four Winds, Spath, asking if we could include cutting the verge in our maintenance as the District Council no longer maintain that area – the cost to the council will be £5 per cut and will be included within the McCullough invoice each month, if Council is in agreement. – It was agreed that the Council needs to establish a Land Registry Search on this piece of ground – The Clerk to contact Land Registry Team.	GG
05.07 The Clerk, Cathy Smith and John Whittaker took a tour of the Parish, so that the Clerk and Cathy Smith could become familiar with the Parish – a few issues were raised by Parishioners and the Clerk passed these onto the Council by e-mail.	
05.08 The Clerk wrote to Chris Mitchell, Staffordshire County Council, Abbots Bromley Parish and Kingstone Parish to ask for their support for a speed survey along the B5013 from Willslock to Abbots Bromley. – 04.05.2015	GG
05.09 E-mail system, The Clerk made a request for Outlook to be installed on the laptop – the Clerk will do research on price. The Council agreed the Clerk needed this software to maintain a variable e-mail system.	
05.10 The Clerk confirmed that she attended “New Councillor Information” session was attended in Stafford.	
05.11 The Clerk confirmed that she attended Audit Training session in Stafford which was very helpful.	
<b>05.15.06. CORRESPONDENCE:</b>	
04.15.04.26 St Lawrence Church, Bramshall, funding appeal – brought forward from last meeting to discuss. RJ declared an interest on this matter. A discussion regarding the donation took place. The Council agreed to contribute £500 to both Bramshall and Stramshall Church's as both are raising money to supply toilet facilities for the Churches.	
05.15.06.01 Zurich Insurance introduction letter to Council.	
05.15.06.02 The Clerk received a payment from Western Power Distribution for the Wayleave Payment - £23.75 – paid into Bank on 13.04.2015	
05.15.06.03 – Entrust informed Council that it will be in partnership with Chartwells, part of Compass Group UK, but no price rises are foreseen.	
05.15.06.04 HM Revenue and Customs confirming VAT Refund accepted and paid by BACS to Council £1,191.57	
05.15.06.05 Mr Durose invoice received for Lengthsman Agreement works carried out at Quee Lane	
05.15.06.06 Public Sector End user Ordnance Survey Map agreement signed and returned to East Staffordshire Borough Council the in order to be able to obtain maps of the Parish for New Councillor – 22.04.2015	
05.15.06.07 Parish Council maps arrived for new Councillor – 27.04.2015	
05.15.06.08 Letter and Posters arrived from Office of the Police and Crime Commissioner, highlighting the Community Funding available. The next round of applications is 1 <sup>st</sup> August – 14 <sup>th</sup> September 2015.	
05.15.06.09 Declaration of interest forms received from Borough Council to be completed by Councillors and returned within 5 days of this meeting.	
05.15.06.10 The Speed Watch co-ordinator has sent 6 Speed Watch Volunteer forms to Police so that training can be arranged.-27.04.2015	
05.15.06.11 Came & Co sent Insurance reminder with remittance advice	
05.15.06.12 Cllr Atkins requested we display the Casserole Club leaflets on our Notice Board	
05.15.06.13 The Clerk wrote to Chris Mitchell regarding a speed survey from Willslock to Abbots Bromley and received a reply from Chris Mitchell on 05.05.2015 to confirm a survey has been carried out and matters have been resolved, reply forwarded to councillors. There was some discussion about Chris Mitchell's reply and the Council feel that the Speed Survey was not complete and requested that a Speed Camera be used to survey by the old Red Cow Pub location now Ashcroft Cottage, opposite Ashdencroft Farm. The Clerk to contact Chris Mitchell at Staffordshire County Council to request the camera.	GG
05.15.06.14 A parishioner requested clarification about the Uttoxeter Recycling Centre closure – 04.05.2015 – the Uttoxeter Advertiser advised closing on 7 <sup>th</sup> June 2015, with a new site being built on Dove Way within 18 months. The Council agreed that we need to write to Mark Winnington, Cllr Atkins and Cllr Whittaker to object to the closure without providing temporary facilities within the Town, as fly tipping will increase and no CCTV cameras operate in the Parish to police the tipping.	
05.15.06.15 The Clerk received notice of uncontested election this year, notice of Councillors names, including new Councillor was forwarded to Council for display on notice boards.	

05.15.06.16 The Clerk received an e-mail from a proof reader highlighting spelling mistakes on our website.  
 05.15.06.17 – The Clerk received a letter from Cllr Mark Winnington with details of the Uttoxeter Waste Management plan on 08.05.2015  
 05.15.06.18 – The Clerk received Iron Man challenge circuit map and this was distributed to Council  
 05.15.06.19 The Pensions Regulator contacted URPC to advise an automatic enrolment system had been logged and we needed to provide a point of contact by 31<sup>st</sup> May 2015 and a pension plan by 1<sup>st</sup> November 2016  
 05.15.06.20 – The Lengthsman Fund of £720 was received from the Council, to pay for Quee Lane project.  
 05.15.06.21 – Transparency Code information – SPCA bulletin 14.05.2015  
 05.15.06.22 – Election of Borough Councillor and Election of member of parliament notices received by e-mail for display in the parish notice boards.  
 05.15.06.23 – e-mail notice for ESBC Local Plan Examination meetings – 19<sup>th</sup> – 22<sup>nd</sup> May to take place at Burton Council Lingen Room  
 05.15.06.24 Remittance for Lawn Mower purchased to maintain Stramshall Church Yard, received from ESBC - £369  
 05.15.06.25 Half of the annual Precept received - £4,867.75

#### 05.15.07. PLANNING APPLICATIONS:

##### RESULTS:

P/2015/00479 – The Beeches, Cullamore Lane, Willslock – erection of covered area to form implement and feed store – no objections and PASSED.

P/2015/00359 – Barn Conversion, Cullamore Lane, Willslock – REFUSED

p/2015/00574 – Extension to existing hay barn - Home Farm, Crakesmarsh – no objections received

P/2015/00573 – erection of general purpose agricultural building – Home Farm, Crakesmarsh – no objections received

##### NEW APPLICATIONS:

P/2015/00550 – Loxley Café for a 2<sup>nd</sup> Porto cabin – comments added on 04.05.2015 – further comments added on 06.05.2015

P/2015/00522 – The Woodyard – Hollington Lane – poly tunnel for drying wood comments added on 04.05.2015 and further comments added 06.05.2015 – DO confirmed to the Council that objections about traffic was included in the original planning application.

P/2015/00564 – Loxley Farm – silage sump - comments by 20.05.2015 – NO OBJECTION

P/2015/00523 - 11 Mallens Croft, Bramshall - Erection of a 1.8m high fence on side boundary – comments by 27.05.2015 – NO OBJECTION

P/2015/00632 – The Foxes, Hollington Lane, Stramshall – single storey, front and side extension – comments by 03.06.2013 – NO OBJECTION

The Council agreed to send comments to The Clerk as soon as possible after the e-mail about planning has been sent out. The Clerk was asked to follow up on the Turnpike Cottage and Road Widening scheme for P/2011/00582EW. The clerk was advised that in future, if more than one comment is received from Councillors, then the Chair is contacted and will advise what comments need to be added to the Planning website.

#### 05.15.08 HIGHWAYS REPORT

Reported issue – location and requested action	Date reported	Highways reference number	Follow up date	comments
Spath corner Flooding	13.03.2015	4011712	15.05.2015	15.05.2015 no update,
Sumps missing by Grey Cottage, Willslock	13.03.2015	4011708	15.05.2015	15.05.2015 no update as yet
Spath – car wash flooding	18.03.2015	4012672	15.05.2015	Sam Griffith was sent a follow up by operator on 15.05.2015

GG

Overgrown Hedge at top of Hollington Lane,	30.03.2015	4013482	15.05.2015	15.05.2015 letter from council was sent to Lawns Farm on 01.05.2015 – ask to resend to owner of field not Lawns Farm.
Knightsland Cottage, Quee Lane, sump repair	30.03.2015	4013485	15.05.2015	no set date can be given to resolve
Drain blocked corner of Quee Lane and Scounslow Green Lane	30.03.2015	4013486	15.05.2015	15.05.2015 not carried out yet.
Beamhurst Bridge opposite Stramshall Mill Farm, ST14 5DU, coping stone	15.04.2015	15242129	15.05.2015	Have inspected, coping is stable but pointing is missing.
Pot hole outside Allotments, Stramshall Road, ST14 5AG	15.04.2015	4014681	15.05.2015	15.05.2015 – not completed yet
Pot hole near to Beamhurst bridge, opposite Stramshall Farm, ST14 5DU	15.04.2015	4013290	15.05.2015	This is now priority cat 2, wait 40 days Not completed yet
Water running over road by Church on Hollington Rd, Stramshall	Dec 2014	4006337	22.04.2014	This work is planned for Autumn 2015
Grid completely collapsed in road, opposite Wall Heath Farm, Willslock	01.05.2015	4015863	15.05.2015	Cat 3 job

The Council were informed further to the Car Wash – Reference number 4012672 in table above, that a Parishioner had complained directly to the Highways Team and were advised that the water from the Car Wash was tested and found to not be contaminated.

#### 015.15.09 WEBSITE –

The Clerk will request all Councillors names and addresses are updated on the website.

#### 05.15.10 CODE OF CONDUCT, STANDING ORDERS, FINANCIAL REGULATIONS

The Council agreed to discuss the Code of Conduct document at the next meeting

#### 05.15.11. ACCOUNTS/FINANCIAL MATTERS:

Came and Co Annual Insurance - £783.93  
 McCullough – Stramshall maintenance £240  
 Doveridge Landscapes – Stramshall churchyard mowing - £47  
 Entrust – Stramshall Field grounds maintenance £83  
 W H Durose – Lengthsman Fund monies for Quee Lane project £720  
 Best Kept Village flower seeds - £20.86  
 Clerks Expenses £119.91  
**Total 2,2013.84**

The above accounts were passed for payment on the approval of the members of the Council  
The Council agreed to pay £10 per month towards the Clerks telephone and broadband costs.  
The Clerk prepared the Annual Return for approval by the Council – these were signed by Chair and Clerk

05.15.12. COUNCILLORS' REPORTS:

RJ – Reported that a Pot Hole needs to be by Loxley Bank. RJ also wanted the Clerk to report back to the Highway Team that Bennett Lane priority sign over the railway crossing is now a safety issue, especially when a bus and car are approaching from opposite directions.

RD – Nothing to Report

DO – Reported to the Council that the Lawn Mower, purchased to mow the Stramshall Church Yard is working well. Thanks to Cllr Whittaker for arranging the remittance for our invoice for the mower. Spath Village Green are has now been planted up and the vacant allotment has now been rented out. The Clerk was asked to report to the Highways Team a staff member spraying the roundabout with no safety equipment.

TO - Reported to the Council that the litter bin on Broomy Close Lane needs to be moved away from the Bench as the dog scoop bags are causing an unpleasant smell for the residents who use the Bench. The Clerk was also asked to request a larger bin for the Playing Fields.

GSMITH – Nothing to Report

CSMITH – Nothing to report

CLLR WHITTAKER – Reported that all Councillors for the Borough will be verified on Friday and they will immediately seek to meet with the County Council about the Waste Management Site. He thanked everyone for their support in the Election.

TP – Reported that the junction of Pigeon Hay Lane and Leigh Road needs to be reported to the Highways Team. The drain needs repairing and the junction needs resurfacing plus both verges at the junction need to be repaired. TP would also like the Clerk to report that the 7.5t weigh restrictions are being ignored on Bennetts Lane.

JEP – Nothing to report

05.15.13 DATE AND TIME OF THE NEXT MEETING:

The date of the next meeting was set for Tuesday, 2<sup>nd</sup> June 2015 at Stramshall Village Hall at 7.45pm.  
The meeting was formally closed at 20.50pm.

CHAIRMAN .....