

Uttoxeter Rural Parish Council

MINUTES of a meeting held on Tuesday, 7th March 2017, at the Village Hall, Stramshall. The meeting commenced at 7.47pm.

Action

PRESENT: Messrs. T. Ollerenshaw, D. Oulsnam, P. Smith (Chair), Mrs. G. Smith, Mrs J. Pattinson-Evans, Mrs C Smith, Cllr. C. Whittaker and the clerk.

1 APOLOGIES: Mr T.Postlethwaite, Mr R Jones, Mrs Dunn.

2 PUBLIC PARTICIPATION. None

3. MINUTES: The minutes of the last meeting held on Tuesday, 7th February 2017, having been circulated, were signed by the chairman on the approval of the members.

4. CLERK'S REPORT:

4.01 paid all invoices from February meeting on 08.02.2017

4.02 contacted BT by e-mail to advise only want to adopt Stramshall phone box

4.03 contacted Eric Roy to advise a working group had been formed to deal with website

4.04 contacted WH Durose to advised councillors voted to go ahead with Lengthsman work on Creighton lane and to requested a quote for Quee lane and Playing Fields Fence.

4.05 black rubbish bags reported to ESBC on 10.02.2017 at both Spath layby and Quee Lane.

4.06 Clerk paid in via the Post Office to HSBC - £230.45 for allotment rents that had been paid by February meeting.

4.07 Clerk wrote to all contractors to ask for their insurance details and coming year prices.

4.08 Clerk wrote to Kerfinch Farm owner, asking if the hedge on Watery Lane, Loxley Green, could be cut back to help with visibility at the junction. 15.02.2017

4.09 Clerk sent a condolence card to Mrs Lovatt, as Mr Lovatt used to be a Councillor of long standing on the Parish Council.

4.10 Lengthsman suggested putting a fence post and three fence rails in the gap between the metal fencing and the hedge on the playing fields, that way if the hedging machine catches the fence is will be easy to replace. Councillors voted unanimously to get this work done.

4.11 Clerk did a site visit of the Creighton Lane ditch work carried out by WH Durose and commented to Councillors that it was exceptional work. Clerk will obtain invoice and submit it to SCC to be paid by Lengthsman Fund.

4.12 Clerk wrote to Mr Wheawall to inform him he was not successful with his quote for Creighton Lane ditch work.

4.13 Clerk wrote to Stramshall and Bramshall Church Wardens to ask if they could provide a burial capacity figure for each village.

Stramshall - There are about 12 places left where we are currently burying at the top of the graveyard. we have a larger space near the road, currently left as a wildlife meadow, which could take about 60 more graves if the land is suitable. The Archdeacon has said that we can reuse existing graves, so we probably have another 15 - 20 unmarked graves that could be so reused. We could take a lot of cremation burials; we have two designated areas now, and I would expect that we could reuse some of the oldest parts of the graveyard, if the Lichfield Chancellor permits.

Bramshall - We are at present on the new south side plot there are six complete rows of six plus a single on the next making 37 and another 12 plots. We then can move on to the SW large area from the Beech tree to the wall of the Sycamores house if necessary. Councillors asked Clerk to keep this information on file.

4.14 Clerk provided Cllr P Smith with the details of the Enforcement Officers findings with regards to the Warehouse, Stramshall, as per February meeting request.

4.15 Clerk received an e-mail about illicit waste and fires from Staffordshire Fire Brigade – forwarded to councillors on 21.02.2017

4.16 Clerk received Creighton Lane invoice from WH Durose – Clerk invoiced SCC Lengthsman Department for payment - £672 including VAT (£560 excluding VAT) 22.02.2017

4.17 Clerk received Lengthsman quote for Scounslow Green ditches, Knightslands Farm Ditch, Four Lane Woodcroft Farm, ditched £80 + VAT – Councillors voted unanimously to accept the quote.

4.18 Clerk received quote from WH Durose for 4 short rails to close pedestrian access to Playing Fields (Broomyclose Lane)- £30 + VAT – Councillors voted unanimously to accept the quote.

4.19 Clerk advised Mark Tomordy, Community & Civil Enforcement Officer, East Staffordshire Borough Council that URPC will not be involved with the Keep Britain Tidy “The Great British Spring Clean” on Friday 3rd March

4.20 Cllr C Smith and Clerk met with a resident at Loxely Junction to discuss the hedge cutting request that was made by the Parish Council- 21.02.2017 Resident advised he felt hedge did not need to be cut back. But he requested that

Highways should visit the site again and suggest solution to junction in order to reduce accidents. Clerk contacted Highways and they reported back as follows:

Noticed only one set of rumble strips approximately 50 metres from the junction on Loxley Lane. Propose to have 3 sets with varying spacing as this gives a better aid memoir to drivers that a junction is approaching. We could put additional SLOWS between them to further re-inforce this. Highways would need to advise Kerfinch farm as they will create noise. A VAS (Vehicle Activated Sign) would not be the best thing here, we do try to avoid over use.

Councillors considered the Highways suggested and voted unanimously to accept. Clerk to advise Highways to implement this change via the Highways Scheduling Team. Councillors advised Clerk that Kerfinch Farm hedge does need to be cut back around the junction sign and to ask Highways Team to write to resident.

4.21 Clerk delivered the archive material to the Records Office, Stafford – the records were minute books and accounts from 1896 - 2007

4.22 Clerk paid into HSBC on 27.02.2017 £76.45 for the final allotment rent income. Issued Cllr Oulsnam with a table of all allotment holders and the rent payments 25.02.2017

4.23 Clerk wrote to BT in London office on 25.02.2017 asking for an updated contract so that adoption of Phone Box in Stramshall contract could be issued, it was a follow up to the e-mail sent on 08.02.2017.

4.24 Clerk asked for branches overhanding the road sign on the B5030 to be cut back. Aggreigte Industries advised this would be dealt with 07.03.2017

4.25 Clerk wrote to Gill Heath, Cabinet Minister at SCC for Environment and Community to express the Parish Council view that charges at Uttoxeter Recycling Centre will increase fly tipping 25.02.2017 (December meeting 11.10)

4.26 Clerk contacted SCC to obtain update on Stramshall Village Green. SCC Legal Team will issue a License 115, this gives council rights to plant, have bench, phone box, noticeboard and Christmas tree – approx. fee will be £200. Councillors voted unanimously to accept this option and fee.

4.27 Spath flooding - The Clerk contacted Chris Owen Severn Trent water, he replied that still with SCC Highways department. Clerk confirmed that the Landowner cleared area of field where drain had collapsed. No flooding reported this month.

4.28 Highways Log updated on 28.02.2017 – copy sent to Councillors.

4.29 Clerk attended the Developing a Community Based response to highways workshop – forwarded slides to all Councillors 01.03.2017. Clerks were advised at the meeting that Parish Councils need to create an income stream in order to carry out the environmental works on highways, as SCC will only carry out statutory works. Councillors discussed income streams and none available, so will continue to report environmental maintenance to SCC.

4.30 The Parish Council will write to Speed Watch coordinator.

4.31 Clerk would like to suggest that all Council back up files are held on One Drive, which is the Microsoft Cloud, free for 5GB – Councillors voted to accept free version.

4.32 Clerk will create a Highways Report from the Highways Log and upload this on the new website. This will be uploaded monthly so all residents can see the issues that have been logged on the SCC Highways Report It system.

4.33 Clerk proposed to move the opening of the Playing Fields from March to May, due to mud still being on site – Councillors agreed to May opening. Date to be decided at next meeting.

4.35 Clerk contacted Best Kept Village coordinator and they confirmed that invoice will be with council in April meeting.

4.36 Clerk submitted a VAT refund for £853.56 on 13.02.2017 – see 5.17 for further update

4.37 Clerk received confirmation that VAT refund submitted on 27.01.2017 for £902.20 has been paid.

5. CORRESPONDENCE:

5.01 Bank statement arrived on 10.02.2017 and 07.03.2017

5.02 SPCA bulletin included the Keep it Local document - The Guide suggests that there is an alternative approach, one that prioritises a simple principle: to “Keep it Local”. The guide makes the case that a “Keep it Local” approach offers a better way and also offers advice about how to make it a reality.

5.03 5.08 e-mail from Matthew Ellis – Police Commissioner - Consultation - Safer, Fairer, United Communities Strategy 2016 – 2020 - Consultation is open until March 24th 2017 - Please respond to the consultation by emailing pcc@staffordshire.pcc.pnn.gov.uk – forward to councillors on 15.02.2017 – URPC has no comment to make.

5.04 Mineral Plan 2015-2030 for Staffordshire – Adoption statement e-mailed on 17.02.2017 – forwarded to councillors.

5.05 Clerk received an e-mail from SCC Regulation and Governance Unit, with regards to a temporary road closure on 7th May 2017 on Stone Road, Bramshall

5.06 SPCA undated Councillors with regards to the NALC involvement with the s106 schemes in SPCA bulletin 24.02.2017.

5.07 Clerk received an e-mail from SCC Regulation and Governance Unit, with regards a temporary road closure on 14th May on Bennetts lane/Loxley Lane

5.08 Clerk received GC McCulloch quote for 2017 – 11 cuts between 01.04.201 – 31.10.2017 – price per cut £140
Work includes, Spath site, Playing area, Stramshall Village Green, Broomyclose Lane verges and triangle/high street.

Voted unanimously to accept

5.09 Clerk received Doveridge Landscapes quote for Stramshall Church Yard 2017 – 10 cuts per year TBC – from April to Sept – price per cut £48 Voted unanimously to accept.

5.10 Clerk received SJL Landscapes Ltd quote for Bramshall plaque and churchyard – Mow £65 + VAT and Strim £65 + VAT church yard. Strim plaque £25 + VAT. Voted unanimously to accept.

5.11 Clerk received a copy of GC McCulloch insurance cover.

5.12 Clerk received a copy of Doveridge Landscapes insurance cover

5.13 Clerk received a copy of WH Durose insurance cover

5.14 Clerk received a copy of SJL Landscapes Ltd insurance cover

5.15 Clerk received notification that all Allotment Holders discount cards are now available from Strawberry Garden Centre. Cllr Oulsnam will collect.

5.16 Clerk received an e-mail from Stramshall Church Warden giving details of the plans for the new church extension, forwarded to Councillors on 28.02.2017

5.17 Clerk received updates from the Speed Watch Coordinator with regards to Stramshall and Bramshall. I attended a meeting for CSW on 10/01/17 at Staffs Police HQ. Bramshall wish to have a new site registered in Bramshall such that they can be more effective in monitoring traffic where the problems actually exist in the village. Bramshall have 2 new volunteers. I am a member of the Staffordshire Police East Staffordshire SNP, will build my relationship with the Safer Roads Partnership coordinator to discover more about funding Matthew Ellis has promised for road safety for April 2017 onwards.

5.18 e-mail from SPCA to confirm that Section 137 of the Local Government Act 1972 – Department of Communities and Local Government has informed NALC that the appropriate sum for this purpose for 2017-2018 is £ 7.57

5.19 e-mail from resident requesting additional rubbish bin at the side entrance of Stramshall Playing Fields – 03.03.2017 – Councillor voted against this suggestion, as the side entrance will be closed now.

5.20 e-mail from The Community Council of Staffordshire, together with other Community Councils across England, will shortly be providing feedback to the Department for Environment ,Food and Rural Affairs (Defra) on issues effecting rural communities . <https://staffsrrcc.typeform.com/to/f7ysBq> - Councillors have no comment to add.

5.21 e-mail from internal auditor advising all documents must be in pdf format on the website – forward to councillors on 03.03.2017

5.22 Letter from HMRC, rejected our claim VAT126 form sent on 13.02.2017 as was dated incorrectly, Clerk resubmitted the form, with the correct dates and included credit of £4.25 that was received in HSBC Safe Fee refund. Resent on 03.03.2017 – total VAT refund requested now will be £849.31

5.23 a resident advised that the hedge on Stocks Lane, Bramshall, is very overgrown and has a fallen tree in it too. Councillors asked Clerk to contact landowner and highways.

5.24 e-mail from Bob Champeau, Inspector 4100 Bob Champeau, Deputy Commander – East Staffs LPT.

I would also like to ask for your permission to provide updates through your parish websites, in order to provide our communities with an overview of any current policing issues which may have relevance to the whole borough. It would probably be only a paragraph. Councillors voted to put the paragraph onto the news area of the new website.

5.25 The PCSO's are required to promote and use the SMART alert engagement tool, please ask for a demonstration. Councillors would like to invite PSCS to June meeting for a demonstration.

5.26 letter from Creative Play, thanking us for our business.

6. BRAMSHALL S106 TRAFFIC CALMING – working group update

6.01 Clerk invited Richard Rayson will attend the 4th April 2017 to update councillors with design for scheme.

6.02 No update from the working group.

7. WEBSITE – working group update

7.01 Cllr Oulsnam had a meeting with Eric Roy Associates and confirmed the changes needed to the original proposal. £150 additional cost. Councillors voted unanimously to accept extra charge.

7.02 a ghost copy of the new website has been created, sent to Councillors to review.

7.03 a resident advised that Bramshall had an USA base in the war, could this be included in the history area for Bramshall. Bramshall councillors to create information about Bramshall for the website.

7.04 Police updates will put in the news area. see correspondence item 5.24

7.05 Clerk will receive training on uploading documents and planning applications.

8. DEFIBRILLATORS – BRAMSHALL AND STRAMSHALL

8.01 received an e-mail from SCC with regards to Veolia community grants.

8.02 Clerk received an update from all Staffordshire Clerk with regards to Defib companies used locally.

8.03 Defib companies and the quotes

AEDdonate quote for each Defib is £1999, installation included. Primary Care Supplies £1498.80 without installation WMAS - £1451 + VAT installation not included Cardiac Science £1495 installation not included

Voted unanimously to obtain 2 Defibs from AEDdonate when funding received.

8.04 Clerk to obtain funding for 2 Defibs, one in Bramshall and one in Stramshall, both to be put on village halls.

8.05 Clerk received an amended BT contract for the Red Phone Box at Stramshall – Councillors voted unanimously to accept contract and pay the £1 for adoption.

9. PARISH PLAN

9.01 Councillors decided a presentation from Corrine O'Hare about a Neighbourhood Plan would be advisable. Clerk to arrange.

10 BRAMSHALL VILLAGE LIGHTING

10.01 Councillors advised there is insufficient lighting on the footpath by Telephone box by Village Hall. Insufficient lighting also on footpath from Church to Bramshall Inn. Decided to discuss at next meeting.

11 Stramshall Gateway signs – UWTAG and Aggregate Industries

11.01. UWTAG meeting in January 2017 with Aggregate Industries discussed placing Gateway signs on the three approaches to Stramshall. Mr Ormes, from the Lord Williams Luncheon Guild researched history of Stramshall and designed the signs. The design was approved by UWTAG.

11.02 Two quotes were received to produce the signs. Clerk to approach Aggregate Industries for funding.

11.03 Aggregate Industries confirmed that the Quarry Walk will be open in June and a car park will be finished and wheelchair access will be in place.

11.04 UWTAG will approach Aggregate Industries to see if a tonnage fee can be set to help fund the Parish Council.

12 PLANNING APPLICATIONS

New

P/2017/00118 - Crag Mount Leigh Lane Bramshall ST14 5BQ - Erection of a single storey side and part single part two storey rear extension – no comment added on 25.02.2017

P/2017/00152 – Land at Hobb Lane, Marchington Woodlands, Abbots Bromley – erection of a reception/general purpose building and siting of waste tank on approved poultry unit – comments by 8th March – CONSULTATION ONLY. No comment

P/2017/00186 – Land south of Hobb Lane, Marchington Woodlands – erection of 2 agricultural buildings for poultry production with associated infrastructure including feed bins, hardstanding and drainage attenuation pond with complying with condition 14 of planning permission P/2015/01454 dated 21.01.2016 relating to colour of building. - comments by 15th March – CONSULTATION ONLY

No comment

P/2017/00051 – Land opposite Old Wood Farm, Hollington Lane, Stramshall - Retention of shipping container used for storage of implements for agricultural use – Comments to be added: Agricultural Information too vague, form not completed with full details.

P/2016/01785 - The Garage Stramshall Road Spath Stramshall Staffordshire - Retention of portable cabin and car port – comment to be added: the form has been incorrectly completed. The site is next to a water course and a flood assessment needs to be carried out as water is always on the carriageway from this site. There is a footpath on this site, which is not on the plans.

DECISIONS

P/2016/01845 – Lightwood Fields, Leigh Road, Bramshall, ST14 5BH – Erection of two storey side extension and part two storey, part single storey rear extension, including the formation of a new vehicular access – PERMITTED

P/2016/01802 – Penbryn, Leigh Lane, Bramshall - Raising of the roof height to provide first floor accommodation, erection of one and half single storey extension, erection of front porch and installation of single garage. - PERMITS

P/2016/01525 & 01536 – Mill Farm, St Michaels Road, Stramshall – conversion of agricultural building to dwelling including retention of single storey extension – PERMITTED

13 ACCOUNTS/FINANCIAL MATTERS:

13.01 Clerk received an update from HMRC on 22.02.2017– PAYE for Employers message confirmed that URPC is £4.39 in credit.

13.02 Clerk tried to get bank statement fortnightly, this is not an option on HSBC system.

13.03 Clerk comments about Budget/Precept in December meeting minutes, item 10.01 were not included, comments should have read: Clerk recommended precept of £13,000

13.04 HSBC confirmed by e-mail on 10.02.2017 that new bank mandate will be put in confidential waste and old bank mandate will continue. Cllr C Smith will not be able to sign cheques.

13.05 Clerk had meeting with Internal Auditor 20.02.2017 – a list of things to do sent to Councillors on 22.02.2017 – Play equipment Report – Councillors advised low risks, Clerk to send report to Came and Co for confirmation that insurance cover will continue for the low risks. Play equipment maintenance will be carried out in Spring 2017. Cllr P

Smith to continue with visual inspections, using new form for Climbing Frame inspections. Councillors requested that Creative Play come back on site to carry out first play inspection and to adjust equipment if needed.

13.06 Letter from Entrust, highlighting that February invoice unpaid. I have asked them to change our terms from upon presentation to 30 days, as before. They agreed.

13.07 Clerk proposed transferring £8000 back to Leek BS savings account. Voted unanimously.

CHEQUES

WH Durose – Lengthsman – Creighton Lane culverts - £672.00

Ian Davies (Bramshall) Ltd – extra fence panel at Stramshall Playing Fields - £180

SLCC – Annual membership - £78

ALCC – Annual membership - £10 – Clerk to pay

Entrust – February invoice – Stramshall Playing Fields - £84

Mrs VRE Gibson – Clerks expenses - £58.69 – includes Bullguard Annual Anti-virus subscription

BT – Stramshall Village Phone Box - £1

Uttoxeter Rural Parish Council - £8000 – funds back into Leek BS

Total spent/transferred £9043.69

STANDING ORDERS

Mrs VRE Gibson – Clerks March wages - £270.12

DIRECT DEBITS

Staffordshire Water - £6.50

RECEIVED

Allotment Rents paid in 08.02.2017- £230.45

Allotment Rents paid in 27.02.2017- £76.45

HMRC – VAT refund - £902.20

Groundworks – Tesco Funding - £2000

OPENING BALANCE – 7th March Statement - £13,435.19

CLOSING BALANCE – 7th March £4391.50

BUILDING SOCIETY BALANCE- £1489.12

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

14 COUNCILLORS' REPORTS:

14.01 Strine Farm has a mobile home – Clerk to enquire about Planning Permission.

14.02 Cllr Whittaker advised that from 1st April no food must be in the Brown Rubbish Bins. Contact ESBC for details.

14.03 The Spath Car Wash still has water running into the road, Clerk to advise Highways.

14.04 Clerk to contact owner of Hedge by Car Wash, it is overgrown onto the footpath.

14.04 Clerk to report a blocked gully outside 10 & 13 St Michaels Road, Stramshall.

14.05 Clerk to report to Highways that the island signs at the entrance to the Recycling Tip is not sufficient. Dark area, needs larger signs.

DATE AND TIME OF THE NEXT MEETING:

The date of the next meeting was set for Tuesday, 4th April 2017 at Bramshall Village Hall at 7:30pm. The meeting was formally closed at 21.47.

.....CHAIRMAN