

Uttoxeter Rural Parish Council - Minutes

Minutes of a meeting held on Tuesday, 7th November 2017, at the Village Hall, Vicarage Drive, Stramshall ST14 5DL. The meeting commenced at 7.45pm.

Present: Cllrs: Mrs. G. Smith, Mrs J. Pattinson-Evans (Chair) , Mrs C Smith, Messrs. T. Ollerenshaw (Vice-Chair), D. Oulsnam, T.Postlethwaite, Cllr Whittaker (Borough) and the clerk.

1. APOLOGIES AND APPROVAL OF ABSENCES – Cllr Dunn, Cllr Jones, Cllr P Smith
Councillors RESOLVED that permission is given to Cllr Jones to be absent from the meetings until family health matters are resolved. (LGA 1972, part V, s85)
2. TO RECEIVE DECLARATIONS OF INTERESTS AND TO CONSIDER REQUESTS FOR DISPENSATIONS.
3. TO RESOLVE THAT THE MINUTES OF PARISH MEETING HELD ON 3rd OCTOBER 2017 ARE A CORRECT RECORD - RESOLVED
4. TO RECEIVE Guest Speaker – Curtiss Green – DATA PROTECTION 2018.
Mr Green provided an in depth outline of the new act. The presentation covered the information that was in booklets issued to the Councillors by the SPCA. The Councillors thanked Mr Green for his insight. Councillors RESOLVED to create Council specific e-mail addresses for each Councillor via the Parish Council website provider, these will be dedicated to use for Parish Council business. Eric Roy Associates confirmed that all data on the Council website is stored in the UK.
The Clerk will attend the Data Protection training being run by SPCA on 21st November.
5. TO RECEIVE AN UPDATE ABOUT PROGRESS OF RESOLUTIONS FROM PREVIOUS MEETING
 - WORKING GROUP – VILLAGE QUESTIONNAIRE REPORT – The Councillors reviewed the questionnaire produced so far. Stramshall Councillors need to report back to the Working Group so that any proposals of changes can be reviewed . The Bramshall Councillors to consider adopting the Stramshall version with obvious changes of specific detail.
 - HIGHWAYS – Bramshall S106 – MAP CONSIDERATION – The Councillors reviewed the map that Richard Rayson has sent and resolved that the chicane position on the map is in the only position possible. The Councillors would like Richard Rayson to also consider the variable speed camera option too. Clerk to contact Richard Rayson at Staffordshire County Council to get an update on both requests.
 - Staffordshire County Council Highways Team- Developing a community based approach – the ‘Highways and Rights of Way – Your choices’ website is now live - www.highwaysyourway.info - The Clerk advised all Councillors to review the website and make comments to the Clerk by 25th December so these can be sent to SCC.
 - ANNUAL BUDGET – FOR CONSIDERATION ONLY –
Clerk was requested to gain two quotes for the printing of the Village Questionnaire in order to add to the Budget. Clerk was asked to remove the wildflower seeds expense from Budget. Clerk to add £165 to the Budget as this is the shortfall in funding for the Swing Project. Clerk to gain prices for a laptop, as there may be a shortfall in funds that were received by Transparency Funding. Clerk advised Councillors to earmark at least 50% running costs and to ensure by 2019 we have £5000 for election costs in reserves. Councillor Oulsnam will review the draft budget and send comments to the Councillors before December meeting.

Uttoxeter Rural Parish Council - Minutes

- DEFIBRILLATORS – INSTALLATION UPDATE – 10th November 2017 AT 9.30am and 11.30am. Clerk to obtain training dates for December meeting, in order to be able to discuss setting up training in Bramshall & Stramshall and invite the various people who made donations to the opening/training sessions.
- GRASS CUTTING QUOTES – UPDATE – The Clerk requested quotations from four contractors and will present the quotations in a closed section of the December meeting. It will be closed in order to safeguard commercial sensitivity.
- STRAMSHALL Swings – NATIONAL LOTTERY GRANT - The Clerk received confirmation that a grant was awarded of £9835. The Councillors highlighted a short fall of £165 which needs to be included in the Budget. The Clerk will send a deposit cheque to ensure the project is booked into the installation schedule and the Councillors will discuss installation timeline and removal of rubber tiles and old swing frames in the December meeting.
- STRAMSHALL VILLAGE GREEN LICENSE – UPDATE Staffordshire County Council have issued a license to Uttoxeter Rural Parish Council for use of the Village Green, this includes the Christmas Tree, the Bench, the Telephone Box and the Notice Board. The standard license fee applies of £150.
The Councillors RESOLVED to accept the license and Mrs Pattinson- Evans signed the license on behalf of the Council.
- STRAMSHALL WELCOME SIGNS - No update received from Aggregate Industries
- HIGHWAYS LOG – UPDATED – The Councillors received an updated log on 24.10.2017.
- Parish Projects 2018/2019 – Cllr C Whittaker (Borough) advised that a Lest We Forget Bench could be installed next year to commemorate the First World War anniversary.

6. PUBLIC PARTICIPATION* NONE

7. TO CONSIDER PLANNING APPLICATIONS AND RECEIVE PLANNING DECISIONS

NEW

P/2017/01294 - Woodlands Farm, Moisty Lane, Marchington, ST14 8JX - Erection of a replacement two storey rear extension and entrance porch on east elevation – comments by 08.11.2017 – NO COMMENT

P/2017/01274 - Land Off, Stone Road, Bramshall, ST14 5BG - Conversion of two agricultural buildings to form two dwellings – comments by 16-11-2017 - NO COMMENT

P/2017/01316 - Lavender Croft, Old Uttoxeter Road, Crakemarsh, ST14 5AR - Conversion and alterations of former workshop to form a dwelling, external alterations to include recladding, increase in roof pitch, installation of solar panels and septic tank and formation of separate driveway (Revised scheme) – comments by 17.11.2017 - NO COMMENT

DECISIONS

P/2017/01057 - Land at Hollington Lane, Stramshall -Retention of a chicken coop – PERMITS

P/2017/01047 - Land at, Cullamore Lane, Willslock, Staffordshire - Erection of an extension to an agricultural building to house livestock and feed – PERMITS

8. TO RECEIVE ORAL REPORT FROM BOROUGH/COUNTY COUNCILLOR - Cllr Whittaker advised that there was nothing to report.

Uttoxeter Rural Parish Council - Minutes

9. FINANCE – TO CONSIDER & AUTHORISE PAYMENTS OF LIST BELOW:

Consider Quote from GC McCulloch:

Hedge cutting on footpath between 6-8 Broomyclose Lane, Stramshall - £190 initial cut then £85 for annual maintenance. Councillors RESOLVED to accept the quotation and the Clerk will ask GC McCulloch to carry out the works.

Consider Quote from WH Durose – Lengthsman

Clear ditches/drains in Stramshall - £300 +VAT = £360

Councillors RESOLVED to accept the quotation and the Clerk to ask WH Durose to carry out works.

Entrust – October cut - £90

Doveridge Landscapes – Strimming Stramshall Church x 2 - £96

GC McCulloch – October cutting of Stramshall - £140

DSK – play inspection/repair – quarterly invoice - £156

Mrs VRE Gibson – October wages – standing order - £270.12

Mrs VRE Gibson – New Asset - Printer/Scanner- Canon Pixma MX475 - £44.99

Mrs VRE Gibson – Expenses including ink for new printer- £ 53.74

SJL Landscaping – Bramshall mowing - £186

Streetscape products and services Ltd – 30% Deposit for Swing/surfacing order - £3,240

Staffordshire County Council – Stramshall Village Green License - £150

Total cheque spend £4,516.73

RECEIVED

ESBC – PRECEPT – SECOND PAYMENT - £5664.50

BALANCE (07.11.2017 Statement) – HSBC £7,032.76 – LeekBS –£ 9,623.80

10. CORRESPONDENCE

10.01 Letter sent on 13.10.2017 to Meachen & Bevan with regards to speed limit in Stramshall

10.02 Staffordshire County Council, as surveying authority, in pursuance of the powers conferred by Section 57(3) of the Wildlife and Countryside Act 1981, has prepared a consolidated Definitive Map and Statement for East Staffordshire incorporating confirmed modifications made since the publication of the previous Map and Statement. A facsimile copy of the Definitive Map and Statement and a Schedule detailing the relevant legal event Orders will be available to view at Burton upon Trent Customer Service Centre, Market Place, Burton upon Trent, Staffordshire, DE14 1HA from 30 October 2017. Other facsimile copies of the Definitive Map and Statement will be available to view at the following library/customer service centre and at Staffordshire County Council Offices as below: Uttoxeter Library/Uttoxeter Customer Service Centre, High Street, Uttoxeter, ST14 7JQ

10.03 Transforming the Trent Valley - If you're part of this local community or visit the area regularly, and are interested in sharing views and ideas with others about this important landscape, then why not join our Community Conversation? During a series of four evening meetings in October and November we will:

- Record the local community's views, concerns, values and ideas around the issues facing the landscape of the lower Dove Valley (from Doveridge to Eggington)
- Develop ideas on how grant money from the Heritage Lottery Fund could help deliver the kind of landscape that local communities want You don't need to be an expert, just be willing to come along and take part in all the discussions. If you'd like to join the Conversation, or need more information, please contact: Matt Croney on 07807 687903, matt@icarus.uk.net

Uttoxeter Rural Parish Council - Minutes

10.04 Clerk established that Gritting at Loxely (Kerfinch Farm Junction) is severe weather only – use the postcode ST14 8QF on the map link below to find details of Loxley Gritting or put your own postcode in to establish

<https://www.staffordshire.gov.uk/transport/staffshighways/winterdriving/salting/Saltingroutes.aspx>

10.05 SPCA Bulletin 12.10.2017

New Staffordshire County Council website designed to support local councils in helping to keep their areas looking good and working well

Staffordshire's local councils will soon be able to access a wealth of information and advice about their options to keep their areas looking good and working well. From Monday 16th October, the new 'Highways and Rights of Way -Your choices' website will be live and ready for all local councils to explore. Many parish and town councils are already taking the initiative to make a difference to the appearance of Staffordshire's 6,000km of roads and over 4,500km rights of ways, including co-ordinating volunteers to keep local footways clear of snow and ice, maintaining hedges and planting areas and applying to the Community Paths Initiative Fund to support projects that improve or promote countryside access and rights of way. But now every council has access to information to help them explore all of their options and get local people involved and taking pride in their local area.

From April 2018, the county council's income will reduce further whilst demand for services such as adult social care continues to increase. Whilst considerable savings have been made across the county council, the council needs to find new ways of working in everything it does - which includes supporting the local community to take action themselves on local issues important to them.

As well as detailing the change in local government income and role in the community, the website also showcases:

- the tasks that local councils have the powers to manage including those largely aesthetic, non-statutory tasks that have historically been delivered through the Lengthsman scheme and by the Neighbourhood Highways Teams
- the tasks that local councils can carry out on the rights of way network
- advice on what to consider when carrying out specific tasks - with all the information you need on one page
- case studies of local councils both in Staffordshire and beyond who have liaised with the county council for help and advice and then gone on to successfully manage tasks such as stiles maintenance, hedge cutting, winter gritting on pathways and vegetation on pathways and verges
- case studies of local councils working together to administer and fund Lengthsman services
- additional resources and documents to recruit and maintain a volunteer network and links to independent help and advice from the National Local Council Association.

The website also gives local councils direct access to more information about the rights of way consultation, which starts on Monday 16th October for ten weeks. The consultation will propose new standards for how the county council maintains public footpaths and bridleways from April 2018, and will give everyone with a passion for our rights of way network the chance to help maintain these important community assets.

A letter will be sent to each local council on Monday 16th October with information on how to access the website and the Rights of Way consultation.

10.06 New External Auditor contact details are:

Mazars LLP – Salvus House, Aykley Heads, Durham, DH1 5TS, 0191 383 6348,

local.councils@mazars.co.uk

10.07 Age UK provided paragraph for website – volunteer request

Uttoxeter Rural Parish Council - Minutes

- 10.08 General Data Protection Regulations Training – SPCA – 21st November 2017 10.30am – 12.30am Oak Room, SCC, Martin Street, Stafford ST16 2LH – Clerk attending. The lead presentation will be Lian Stibbs, Access Manager, Governance Unit, Staffordshire County Council.
- 10.09 Caldon and Uttoxeter Canals Trust – MILESTONE PROJECT IN SPATH – Councillors requested Clerk to send a Grant Form to the Trust and it will be considered in December meeting.
- 10.10 Dove Valley Community Conversation - They have created a really positive foundation for ongoing Conversation, especially the aspirations and vision statements. Next Meeting is Tuesday, 14th November, 7:30pm-9:30pm at the Royal British Legion, Bradley House, Uttoxeter. Please contact Matt Croney - matt@icarus.uk.net - tel. 07807 687903 www.icarus.uk.net
- 10.11 Be Winter Ready – Campaign to ensure people are winter ready. All details are on the Parish Council website – including how to register a vulnerable person - <http://www.westernpower.co.uk/about-us/priority-services/priority-services-register.aspx>
- 10.12 Croxden Parish Council have donated their small notice board to the Parish – this will be used for allotments notices. Clerk to write a Thank you letter to the Chair of Croxden Parish Council.
- 10.13 Speed Watch – update from Michelle Shaker, CSW Coordinator, Staffordshire Police, Staffordshire Safer Roads Partnership, Tel: 01785-232702. It has been suggested that Engagement Meetings only host one meeting a year at HQ but have ‘area focus groups’ every 6 months. The idea being is that the focus groups will be made up of a smaller number of volunteers representing regions. As you all know Staffordshire is broken up into 9 LPTs (Local Policing Teams)
- 10.14 Staffordshire Pharmaceutical Needs Assessment - The Health and Wellbeing Board (HWBB) of Staffordshire Council have produced a draft local Pharmaceutical Needs Assessment (PNA), which will help ensure residents have good access to local pharmacy services. The last PNA was produced in 2015 and by law all local authority HWBBs in England must publish a new PNA by 1st April 2018. The PNA looks at the current provision of pharmaceutical services across Staffordshire and whether this meets the needs of the population and identifies any potential gaps in service delivery. The PNA will also be used by NHS England to consider applications to open new pharmacies, or to commission additional services from pharmacies. We’re asking key stakeholders to comment on the contents of the draft PNA before it is finalised and published next year. We would like to invite you to take part in this consultation which will run from 16th October to 31st December 2017. kelly.hyden@staffordshire.gov.uk - The Councillors have no comment to make on this consultation.
- 10.15 Crowdfund Staffordshire is a great way for any local charity, voluntary organisation, business, social enterprise or individual to help increase community capacity through the support of local people and those from those across the world. Anyone ready to go can sign up and start campaigning now at <http://www.crowdfunder.co.uk/funds/crowdfund-staffordshire>. But there’s also a free help for anyone considering crowdfunding but don’t know where to start – from downloadable packs to help create an attractive web page on Crowdfund Staffordshire, right through to how to plan and run their month-long fundraising campaign. The full details are on the Parish website. Find out more about Crowdfund Staffordshire at <http://www.crowdfunder.co.uk/funds/crowdfund-staffordshire>
- 10.16 HSBC Bank - New T&C’s –These were given to Cllr Oulsnam to review.
- 10.17 Clerk received an Urban Cutting Map for Stramshall from SCC Highways – This has been reviewed and Clerk to send corrections back to SCC.
- 10.18 SPCA AGM – 4th December 2017 at 6.30pm – Trentham Suite, Staffordshire Place One, Stafford

10. COUNCILLORS REPORTS (information only)

Uttoxeter Rural Parish Council - Minutes

10.01 Cllr Ollerenshaw provided his weekly play inspection reports to the Clerk. The Clerk will provide all Councillors, with the guidelines on responsibility of the Council, with regards to play inspections.

10.02 There is a pot hole on the JCB roundabout at Beamhurst that needs reporting.

10.03 The hedge along Quee Lane, Wilslock needs to be reviewed by the Highways. Clerk will report to Highways, once the Councillors have provided photographs.

10.04 The gully outside Grove Farm needs to be followed up with the Highways Team, flooding of the road is now taking place.

10.05 The Clerk was provided a copy of Abbots Bromley Agenda and asked to review the size of URPC Agenda in line with the guidelines.

10.06 Best Kept Village – Bramshall – the Parish Council will ensure that next year they provide a press release to local press, alongside the publicity that takes place on the Parish Council website.

DATE AND TIME OF THE NEXT MEETING:

The date of the next meeting was set for Tuesday, 5th December 2017 at Bramshall Village Hall at 7.30PM. The meeting was formally closed at 21.59.

.....CHAIRMAN