

Uttoxeter Rural Parish Council - Minutes

Minutes of a meeting held on Tuesday, 5th June 2018, at the Church Room, The Church of St Lawrence, Church Lane, Bramshall, ST14 5BQ. The meeting commenced at 7.30pm.

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

18.06.001 APOLOGIES AND APPROVAL OF ABSENCES – Cllr Ollerenshaw, Cllr P Smith

18.06.002 TO RECEIVE DECLARATIONS OF INTERESTS AND TO CONSIDER REQUESTS FOR DISPENSATIONS. - None

18.06.003 TO RESOLVE THAT THE MINUTES OF PARISH MEETING HELD ON Tuesday 1st May 2018 ARE A CORRECT RECORD - RESOLVED

18.06.004 TO RESOLVE THAT THE ANNUAL MEETING MINUTES HELD OF Tuesday 1st May 2018 ARE A CORRECT RECORD - RESOLVED.

18.06.005 TO RECEIVE AN UPDATE ABOUT PROGRESS OF RESOLUTIONS FROM PREVIOUS MEETING

- Footpath Report for 2017/2018 – Cllr C Smith gave her report to the Council. 3 stiles were reported to Staffordshire County Council, one took 7 months to repair, due to lack of resources and the other two were repaired by the Parish Council. The latest reported broken stile will be updated at the next meeting.
- Information Commissioner – The Clerk has registered as Data Officer – URPC Organisation Reference number is ZA372637 – expires 14 May 2019 – a copy of the certificate is on website.
The Councillors discussed the packages offered by Staffordshire County Council to cover the Data Protection and voted to make a decision, once the House of Lords had voted on the cover that Parish Councils need.
Eric Roy Ltd has added the following to the feedback page on the website, <https://utttoxeterruralparishcouncil.org.uk/feedback>
“Uttoxeter Rural Parish Council will need to store and use the personal details that you have provided so that we can respond to your message. Your details will be deleted after we have replied and will not be used for any other purpose.”
- Co-opting of Councillor for Parish Council – Council were informed by ESBC that they could co-opt a Councillor. A resident has expressed an interest and will be invited to the next Parish Council meeting.
- Cllr Jones Bench – The Councillors discussed a village bench for Cllr Jones, who retired at the last meeting and decided to provide Cllr Jones with a gift voucher for a garden centre instead.
- World War 1 Bench – Tesco Bags of Help – applied for £1,010 on 15.05.2018

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- Welcome Sign for Stramshall – currently the new design is with Staffordshire County Council Highways department for consideration.
- Woodland Trust – Stramshall WW1 project – The application was successful for Small Copse (30 saplings), Small Hedge (30 saplings). These will arrive in October and will be planted by the Scouts at Stramshall Playing Fields, in time for the World War 1 anniversary.
- Stramshall Playing Fields – after a delay due to the weather, the swings and new rubber flooring were completed on 26.05.2018. WH Durose helped the Council by tamping down the edges of the surface. The Councillors and Clerk are very grateful for his help. The installation company reduced their invoice to cover this work.
- Bramshall S106 funding – Bramshall Chicane consultation – Amey are preparing the consultation letters that will go out to residents.
- Village Questionnaire – Update – The villagers provided a good response to the questionnaire and the results should be published after the July Parish Council meeting. The Councillors would like to thank everyone who took part and returned the questionnaires.

18.06.006 PUBLIC PARTICIPATION* NONE

18.06.007 TO CONSIDER PLANNING APPLICATIONS AND RECEIVE PLANNING DECISIONS

NEW

P/2018/00498 - Land Adjacent to Trippyhills Farm Hollington Lane Stramshall Staffordshire ST14 5ET - Prior approval for the conversion of an agricultural building to form a dwelling – No Comment added 21.05.2018

P/2018/00567 – Glencairn, Dagdale Lane, Dagdale, ST14 5BJ - Erection of a single storey front extension – No comment added 21.05.2018

P/2018/00510 - Land to the West of Uttoxeter A50 Bypass Uttoxeter Staffordshire ST14 7RB - Reserved Matters application relating to P/2013/00882 for the erection of 450 dwellings and garages including 68 affordable units, together with drainage and highways infrastructure, and including details of access, appearance, landscaping, layout and scale (Phase 2) – No comment added on 21.05.2018

P/2018/00601 - 14 Hollington Lane, Stramshall, ST14 5AJ - Erection of a first floor extension over existing garage – comments by 13.06.2018 – NO COMMENT

P/2018/00652 -Joy Lane & Sons Firewood Merchants, Hollington Lane, Stramshall, Uttoxeter - Outline application for the erection of a dwelling including details of access – The Councillors discussed this application and the following comments will be added to the ESBC planning portal – The application does not meet the conditions of Strategic POLICY 8 Development outside settlement boundaries, i.e., essential to support a viable business. The Parish Councillors would like the Highways Team at Staffordshire County Council to be consulted about the entrance, which the Councillors feel is too narrow and not deep enough by 3 yards as the current trailers that access the site have to go onto the verge / ditch opposite the entrance and cause damage that results in flooding from blocked ditch. The driveway has no drainage, as a result rainwater runs straight off the

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site onto the lane again causing flooding. There is inadequate justification for a house in the application. if approved it would set a precedent for others in Hollington Lane who have bought parcels of land.

P/2018/00565 - Swallows Barn, Highwood, Uttoxeter, ST14 8PR - Erection of a single storey side extension and relocation of existing window. The Councillors discussed this application and the following comments will be added to the ESBC Planning portal – This property has been overdeveloped and this is further development.

DECISIONS

P/2018/00376- Creighton Cottage, Creighton Lane, Stramshall, Staffordshire, ST14 5AX- Erection of single storey side and rear extensions – PERMITS

P/2018/00494 - Olympic House, Bramshall Industrial Estate, Bramshall, ST14 8TD - Continued siting of portacabin for use as staff room for a further 5 years – PERMITS

P/2018/00498 - Land Adjacent to , Trippyhills Farm, Hollington Lane, Stramshall, Staffordshire, ST14 5ET - Prior approval for the conversion of an agricultural building to form a dwelling - GIVEN

18.06.008 TO RECEIVE ORAL REPORT FROM BOROUGH/COUNTY COUNCILLOR - Cllr Whittaker.

The Hazelwalls development is ongoing. The decision about the Leisure Centre will be taken on 3rd September by ESBC. Cllr Chris Smith is the new Mayor of ESBC and lives within the Parish. The Clerk will write to Cllr Chris Smith, welcoming him to the Parish. Thomas Alleyne School Swimming Pool should receive the funding to stay open from various sources.

18.06.009 FINANCE – TO CONSIDER & AUTHORISE PAYMENTS OF LIST BELOW and ANNUAL AUDIT:

Cheque Number	Details	Amount £
19/DD	Pennon Water – Allotment Water	21
20/SO	Mrs VRE Gibson – clerks wages	282.77
21/1896	Doveridge Landscapes – Stramshall Church Yard	48
22/1897	Acorn Garden Machinery – lawnmower blade replacement	30
23/1898	Streetscape (Products & Services) Ltd – balance for swings/rubber matting	7440
24/1899	DSK Engineering – Play inspection	144
TO CONSIDER		
25/1900 WH DUROSE	Edging on playing fields	120
26/1901 Mrs VRE Gibson	Clerks expenses	76.04

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27/1902 Toplis Associates	Internal audit	160.56
28/1903 SJL Landscaping	Parish grass cutting	669.43
RECEIVED		
Allotment Rent	Plot 6a	13.20

18.06.009a Annual Governance Statement signed by Chairman and Clerk

18.06.009b Accounts Statement signed by Chairman and RFO/Clerk

18.06.009c Internal Auditor signed by Alan Toplis – Clerk had meeting with Alan on 29.05.2018 at 9.30am

18.06.009d - Each year the Council's Annual Return is audited by an auditor appointed by Public Sector Audit Appointments Limited. Any person interested has the right to inspect and make copies of the accounts to be audited and all books, deeds, contracts, bills, vouchers and receipts relating to them. For the year ended 31 March 2018 these documents will be available on reasonable notice on application to the Clerk from 2nd July 2018 – 10th August 2018.

Reconciliation at 31.03.2018							
<u>Receipts and payments</u>				<u>Bank accounts</u>			
a. Opening balance 1st April 2017		14,994.21			stat no		
				Current account	356	13,325.57	
b. Total receipts		26,851.45		Leek Building society		6,418.21	
c. Total payments		22,475.88					
d. Surplus/(Deficit) in the year (b-c)		4,375.57				19,743.78	
				Add: unrepresented income		0.00	
				Less: unrepresented cheques		374.00	
e. Closing balance (a+d)		19,369.78				19,369.78	
<u>Unrepresented income</u>				<u>Unrepresented cheques</u>			
				91/1854		354.00	
				92/1855		20.00	
Total		0.00		Total		374.00	

18.06.0010 CORRESPONDENCE

A Resident requested that the Council write to the owner of Spring Farm Bungalow, Stone Road, Bramshall, ST14 8SH to ask them to remove the cars from the verge before the Best Kept Village judges arrive. The Councillors agreed to write a letter.

The Iron Man route was received, highlighting the road closures, these are on the website.

Received an email about magistrates needed in Staffordshire, this is on the website

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A resident emailed to complain about the delay with the swings at Stramshall Playing Fields, the Clerk updated the resident when the swings were finished.

SID was not working in Stramshall – reported to SCC Highways

The Dog warden was contacted about Dog Fouling in Stramshall. The Wardens will visit Stramshall and use Pink Paint to highlight dog mess. Residents are requested by the Dog Warden to provide the following: Description of owner, Description of dog, Route and times the dog is walked if regular, Address of owner. Please send to community.civil_enforcement@eaststaffsbc.gov.uk

The Clerk will also ask for further patrols in Bramshall.

Speed Watch Letters – Staffordshire Police have created standard letters to be sent to Tractor Drivers who use mobile phones and HGV drivers who exceed the weight limits. The Councillors discussed these letters and felt they had neither the resources or the time to send these out, the Speed Watch Team will need to liaise with the Police.

The Bramshall Speed Watch Team will be involved in the National Volunteers Week is between the 1-8th June 2018.

The Community Speed Watch Signs have been ordered and the Councillors feel that Stone Road is the best place to install these two signs on lamp posts.

The radiation label has been received for Speed Watch Gun that Bramshall. The Clerk delivered this to the Speed Watch Team

A resident sent in a Stramshall parish questionnaire on 31.05.2018, this will be included in the final evaluation.

18.06.0011 COUNCILLORS/CLERK UPDATE (INFORMATION ONLY)

The condolence card that was sent to Malcolm Bagguley widow resulted in a telephone call to the Chair, to express her thanks to the Council. The Clerk will write to Mrs Bagguley and ask which charity she would like the £25 donation from the Council to be sent too.

The Clerks expenses were discussed, due to the high price of Ink, it was decided to set up an account for Ink, so the clerk did not have to buy it anymore.

The Stramshall Micro Library is proving to be very successful, the Clerk was requested to write a press release and send it to Echo Newspaper, The Shire newspaper and Uttoxeter Voice.

Stramshall Allotments – Western Power have now installed the earth system for the pylon. They broke some slabs on the path, during construction, they will provide 24 slabs to resolve this issue.

Stramshall Playing Fields – Clerk to contact SJL Landscapes with regards to the frequency of cuts and the lawn mower being used.

An accident on the Cullamore Lane/Abbotts Bromley Road took place last week and the Clerk will note this on the Highways Log.

A fatal accident occurred on Loxley Bank and Clerk to write to Highways with regards to hedging overgrown on the hill/corner.

The reported highways repair on Leigh Lane, Bramshall has not been addresses. Clerk to include Richard Rayson and Cllr Deaville into the follow up email.

The Gullies by Grove Farm, Loxely and Quee Lane Gullies have still not been emptied, Clerk to follow this up with Highways.

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Councillors requested that the Clerk contact Cheadle and Tean Echo Newspaper to provide details of the Defibs in Stramshall and Bramshall for the list they print each week.

Highways Log sent to Councillors on 21.05.2018

Privacy Policy – a letter was sent to Allotments 22.05.2018

A letter was sent to Cllr Leese at ESBC with regards to consultation of Public Toilets.

The Clerk received a response 03.06.2018 – *“we are in the process of gathering facts on usage, weekly and seasonally and the associated costs. It will be my responsibility to prepare an objective and researched report offering a range of options, rest assured your email will be included in the body of evidence.”*

The stile on footpath Uttoxeter Rural 27 on Creighton Lane near to Bridge Cottage has collapsed as the posts are rotten. – This has been reported to ESBC on 01.06.2018.

The Chair and Vice Chair will liaise with the Clerk with regards to her Annual Appraisal.

18.06.0012 TO CONSIDER A COMPLAINT AGAINST THE COUNCIL – PUBLIC EXCLUDED (Public Bodies (Admissions to meetings) Act 1960.

DATE AND TIME OF THE NEXT MEETING:

The date of the next meeting was set for Tuesday, 3rd July 2018 at 7.45pm Stramshall Village Hall, Vicarage Drive, Stramshall. The meeting was formally closed at 20.56.

.....CHAIRMAN