

Uttoxeter Rural Parish Council - Minutes

Minutes of a meeting held on Tuesday, 6th November 2018, at the Church Room, The Church of St Lawrence, Church Lane, Bramshall, ST14 5BQ. The meeting commenced at 7.45pm.

Present: Cllrs: Mrs R Dunn, Mrs J. Pattinson-Evans (Chair), Mrs. C. Smith, Mrs G Smith, Messrs. T. Ollerenshaw (Vice-Chair), D. Oulsnam, P. Smith, M. Slater and the clerk.

18.11.001 APOLOGIES AND APPROVAL OF ABSENCES - T. Postlethwaite

18.11.002 TO RECEIVE DECLARATIONS OF INTERESTS AND TO CONSIDER REQUESTS FOR DISPENSATIONS - NONE.

18.11.003 TO RESOLVE THAT THE MINUTES OF PARISH MEETING HELD ON 2nd October 2018 ARE A CORRECT RECORD - RESOLVED

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

- **Footpaths** – update from Rights of Way, Staffordshire County Council. The council is committed to keeping Staffordshire's 4,500km of rights of way open and safe for people to use and enjoy. However, as our income reduces, but demand for services (such as adult social care) increases, it needs to find new ways of working. Over the last 18 to 12 months, it has been developing more opportunities for people and groups, who are passionate about these important community assets, to get involved. These include:
 - An enhanced volunteer scheme, which includes a wider menu of opportunities, depending on an individual's personal abilities and constraints. These range from maintenance work and vegetation clearance, to path inspections and asset mapping.
 - Community Paths Initiative is a grant scheme, which is was available to parish councils to improve local rights of way. Typically, grants of up to £2,000 are available. However, in exceptional circumstances, grants of up to £5,000 will be considered. The applicant has to secure at least 50% of the total project costs. It can't fund projects that are primarily for nature conservation; fencing; on recreation grounds; picnic benches, etc. Guidance notes and an application form are available on request.
 - Parish Path Liaison Officers will look after their parish's rights of way. Walking and surveying rights of way, they report problems, tackle minor practical tasks, and speak to landowners who are not meeting their statutory responsibility.Council RESOLVED to discuss each report about footpaths as they arise.
- **GRASS CUTTING TENDER – DISCUSSION – FINALISE CUT LIST**
NALC advised Parish Councils in UK to not continue with historic agreement for church yard grass cutting. Councillors RESOLVED to continue with historic agreement and to keep Bramshall Church Yard within the tender document and Stramshall front of Church cuts to be continued by Doveridge Landscapes. Councillors discussed each item on the tender cutting list and Clerk updated list

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to reflect the parish requirements. The contract will be for a fixed term of 3 years – 1st April 2019 – 31st March 2022.

The Tender advert will appear in 14th November Echo newspaper.

Deadline for submission from contractors 4th December at Noon.

Cllr M Slater to witness opening tender emails after noon, 4th December 2018 (URPC Financial Regs No 11 d – i)).

Due to the deadline for the tender, the Councillors RESOLVED to hold the December meeting on 11th December 2018 – Clerk to update website.

- **PARISH BUDGET –**

Copy of draft budget issued in October meeting. Councillor reviewed draft and discussed items to include in final budget:

Stramshall and Bramshall Village Plan - £3,000

Bramshall World War 1 Bench - £971.40

Installation of 3 benches - £240 per bench.

Clerk will update draft budget and issue to Councillors before December meeting.

- **PARISH COUNCIL BANKING – UPDATE**

Councillors RESOLVED to move banking from HSBC to Lloyds – due to HSBC closing branch in Uttoxeter.

Clerk to start the 10-day account switch, once all Councillor information collected.

- **VILLAGE PLAN**

Both Stramshall and Bramshall questionnaire answers are now on the website.

The Working Groups for Stramshall and Bramshall will pull together a list of residents' requests from the answers and bring it to the next meeting.

RESOLVED to add £3,000 to the budget in order to be able to carry out some of the requests.

Councillors RESOLVED to create a Village Plan only and to invite Naomi Perry from ESBC to the February meeting, not December meeting, to advise on how to keep a green space between Bramshall and Uttoxeter, how to deal with Redundant Buildings policy and Permission Q planning policy.

Councillors in the working parties will use Naomi Perry Village Plan guide to deliver the document for Uttoxeter Rural Parish Council.

- **BENCH DONATION FOR STRAMSHALL –** Clerk emailed Mr and Mrs Orme of Stramshall and accepted the offer of the donation of the bench. The Councillors RESOLVED to pay for installation, repair cost and the placing of the plaque on the bench, once wording provided. WH Durose provided quote for installation. Councillors RESOLVED to accept quote for installation.

Discussion took place on location of bench and Councillors RESOLVED to continue discussion to find a suitable location for the bench and Councillors will liaise with Mr and Mrs Orme.

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- World War 1 Bench – **Stramshall** – Tesco Bags of Help Funding – voted closed on 31st October in Tesco stores locally. Tesco will advise Council on the amount of funds that will be received by end of November.
Councillors RESOLVED to order bench in December meeting.
Councillors RESOLVED to locate bench next to the existing bench, within the play area of Stramshall Playing Fields.
Bramshall World War 1 Bench was discussed and Cllr Whittaker advised he would increase his donation to £500 towards the cost, but project must be complete by February 2019. The Bench cost from David Ogilvie is £971.40 plus installation cost of £240. RESOLVED to purchase Bramshall Bench now and add this cost into Budget.
Delivery timeline is currently 10 weeks from placing of order.
Clerk to investigate license to install bench in Bramshall, on the green by Telephone Box.
- CHRISTMAS TREE EVENT – STRAMSHALL & BRAMSHAL.
Stramshall Christmas Tree Lights will be turned on 7th December 2018 @ 7.30pm and there will be refreshments in the village hall. The Scouts will help with the event.
Bramshall Christmas Tree event will start in 2019. Clerk to investigate a license for the green by telephone box and follow up the cost of a Christmas tree frame, so that event can take place in 2019
- S106 FUNDS FOR PARISH
BRAMSHALL s106 – Councillors updated on 17.10.2018. New drawings being prepared with chicane at entrance to village, this change is due to residents and PC request. A new consultation will be via notices in library, on street, in newspaper. Consultation finishes at end of December. If no objections to new scheme, work starts March 2019
STRAMSHALL s106– a map was sent to SCC on 16.10.2018 asking for Priority Signs by the allotments and on St Michaels Road near Etchola plus full width speed cushion opposite the Bus Stop by the Village Green.
- Woodland Trust Trees – The hedging plants were delivered and the planting event will take place 18th November at Stramshall Playing Fields. The Scouts will carry out the planting.

18.11.005 PUBLIC PARTICIPATION* NONE

18.11.006 TO CONSIDER PLANNING APPLICATIONS AND RECEIVE PLANNING DECISIONS
NEW

P/2018/00510 relating to P/2013/00882 – 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 121 affordable units, together with drainage and highways infrastructure, and including details of access, appearance, landscaping, layout and scale (Phase 2) – The above application will

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be considered by the Planning Applications Committee at its next meeting on 16 October 2018. Cllr Whittaker updated the Council that this has been passed. ESBC ensured that planners open the spine road at the correct time and bus routes are in place.

P/2018/01235- Former Barn - High Street Stramshall Staffordshire - Conversion of existing barn to a dwelling – comments added on 23.10.2018

Uttoxeter Rural Parish Council would like the planners to look at the existing parking on this stretch of the road. There is concern that parking will become an issue, as the road junction of High Street and Vicarage Drive is already dangerous as vehicles parked outside the Barn, already block the view of traffic coming from Uttoxeter. If this application is to be passed, then can the planners liaise with the Highways and suggest that car parking needs to be banned in front of and to the side of the barn /garden, with some form of physical restraint.

P/2018/01246- Land at Watery Lane Beamhurst Uttoxeter ST14 5DZ – Erection of an agricultural livestock building – comments to be added are: the size of the building is too big for the land available, the design of the building does not seem to be for agricultural use because of the way it is presented on the site, how it is presented is not agricultural specification. There is also footpath 83 to be considered on this site.

P/2018/00846 – JCB Golf and Country Club Hollington Road Rocester ST14 5HY – Erection of 10 (four bedroomed) Golf Lodges to provide visitor accommodation, conversion and alterations to front elevation of Pinewood Cottage to provide visitor accommodation, golf office, meeting room and store along with the provision of associated vehicular access, parking facilities and landscaping – No comment to be added.

P/2018/01289 – Joy Lane & Sons Firewood Merchants Hollington Lane Stramshall Uttoxeter – Use of part of land for production and storage of charcoal and siting of mobile home for a temporary period of 3 years and re-siting of site cabin – comments to be added: This site is becoming overdeveloped and the highways issues need to be considered by planners.

P/2018/00232 – Woodseat Level, Rocester, Staffordshire – Erection of single storey extension and associated glass link to existing Golf Academy building to form Golf Clubhouse (REVISED INFORMATION RECEIVED) – The above application will be considered by the Planning Applications Committee at its next meeting on 13th November 2018. Uttoxeter Rural Parish Council will not attend.

DECISIONS

Staffordshire County Council Planning - ref. **ES.18/04**; A50 junction with A522 West of Uttoxeter; near to JCB World Parts Centre; To vary (not comply with) conditions 1, 5, 11 and 13 of planning permission ES.14/11 to delete A50(T) eastbound and westbound third lane widening works, and for ancillary works to A50(T) junction with A522 at Uttoxeter –

<https://apps2.staffordshire.gov.uk/scc/cpland/Details.aspx?applicationID=136934> –

PERMITS

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P/2018/00835 – Change of use of building to form dog agility and training and the formation of dog kennels Land off Stone Road, Bramshall, Staffordshire – PERMITS

P/2018/00510 – Reserved Matters application relating to P/2013/00882 for the erection of 450 dwellings and garages including 121 affordable units, together with drainage and highways infrastructure, and including details of access, appearance, landscaping, layout and scale (Phase 2) Land to the West of Uttoxeter, A50 Bypass, Uttoxeter, Staffordshire, ST14 7RB – **APPROVES** the following matters which had been reserved for later approval on the grant of outline planning permission ref: P/20013/00882 dated 13th November 2015

P/2018/00912- Barn on, Watery Lane, Uttoxeter, ST14 8RZ – Conversion of existing agricultural barn to form a dwelling including formation of basement structure for parking of vehicles and installation of septic tank - PERMITS

18.11.007 TO RECEIVE ORAL REPORT FROM BOROUGH/COUNTY COUNCILLOR – Cllr Whittaker
ESBC reviewed it Budget and will continue to maintain the Toilets for residents until the next review. The Leisure Centre consultation is coming to a close in the coming weeks.

18.11.008 FINANCE – TO CONSIDER & AUTHORISE PAYMENTS OF LIST BELOW:

Councillors considered the quotes from SJL and WH Durose for clearing the footpath from Bridge Farm, Stramshall to Pumping Station, Spath. Councillors RESOLVED to accept WH Durose quote and to use the Lengthsman Funds, which were budgeted for to pay the invoice.

Councillors considered WH Durose quote for installation of the 3 benches - £240 +VAT per bench– RESOLVED to accept quote.

Councillors considered the cost of siting the Stramshall Welcome sign in another location within the village, it was RESOLVED to stay with existing plan, to replace the existing Stramshall village sign, with the new Welcome Sign, once it arrives.

Councillors RESOLVED to accept WH Durose quote for installation of the welcome sign - £300 +VAT.

Councillors considered the warranty extension on the laptop - £86 per year. RESOLVED not to take out the policy.

Councillors RESOLVED to earmark £5,000 of existing funds to create an Election Fund. The internal Audit Trail was completed by Cllr Dunn on 16.10.2018. The Councillors thanked Cllr Dunn.

Alan Toplis – Internal Auditor - carried out half yearly audit, he highlighted that Asset Register was incorrect, the Stramshall Swing value had been doubled. Plus, the Data Protection Policy was not on website. Clerk to correct.

Councillors RESOLVED to make the following payments, including those received after Agenda issued.

Cheque Number	Details	Amount
53/919	SJL – final payment – Two instalments.	£1,115.72 + VAT (£1338.87)
52/SO	Mrs VRE Gibson – CLERK SALARY	£242.40

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51/DD	Pennon Water – allotments	£22
Received		
	Precept – second part	£6,749.50
<u>Received after Agenda submitted</u>		
54/1920	DSK Engineering – play inspection x 3	£90 +VAT (£108)
55/1921	Mrs VRE Gibson – clerk expenses	£13.42
56/1922	Mr Orme – paint to repair bench	£10
57/1923	M. Slater – Glass to repair Bramshall Telephone Box	£35.40
<u>Bank Statements</u>		
Current account	October Statement	£14,271.05
Leek BS	October update	£6426.31

18.11.009 CORRESPONDENCE

the National Flood Forum have organised a community resilience event in Birmingham entitled “Let’s Talk about flooding” on 10th November from 10am until 3.30pm. If you have any queries please contact bulletin@nationalfloodforum.org.uk .or phone 01299 403055.

email from resident about canisters in the play area of Stramshall playing fields, clerk provided the resident with PCSO Sean Elliott email address - sean.elliott@staffordshire.pnn.police.uk

Clerk contacted about a chair dumped on play area and a hole by the gateway at Stramshall Playing Fields– repaired with soil and sand and chair had gone when visited playing fields.

Clerk contacted Creative Play – asking if they would inspect the platform on the climbing frame as water continues to collect. 23.10.2018

email/telephone call from resident about Stramshall Village Plan – the summary does not have numbers for the plots of land, in one of the sections – also concerned that all land will be built on. Clerk advised resident that it’s a village plan, and a way to collate local ideas for the benefit of the Community. Any proposals around future development would be considered by policy dictated by the ESBC Local plan and after full consultations with all parties. RESOLVED to include the above statement on the website, in the Village Questionnaire section.

The plot numbers are as follows:

Off Hollington Lane by “The Acre “Map ref number 6.

Off Hollington Lane by “Queensville “Map ref number 7 Clerk will amend.

SPCA – AGM – 3rd December at 7pm – confirm names of representatives attending by 23rd November. No URPC Councillor will attend.

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18.11.0010 CLERK UPDATE

Footpath 42B – Stramshall – photos and location sent to Rights of Way officer – 03.10.2018 – Officer confirmed it is not the land owner's responsibility to repair and they will try and fast track repair.

Woodchip mound - Greenacre Farm, Cullamore Lane, Willslock, ST14 8NJ – clerk sought advised on the mound and was advised by the Enforcement Officer that it is not a breach of planning regulations. Owner of the Wood Chip advised Clerk that Farm Assurance had passed the wood chip and recycling tickets were in place from Coopers at Rugeley.

Website – SPCA 11.10.2018 update advised -New Regulations affecting Councils' Websites and Mobile Applications. The Public Sector Bodies (Websites and Mobile Applications) (No. 2) Accessibility Regulations 2018 came into force on 23rd September following implementation of an EU Directive. The purpose of the 2018 Regulations is to improve the accessibility of public sector websites/ mobile apps so they can be used by as many people as possible. They build on existing obligations to disabled people under the Equality Act 2010. It is NALC's view that they apply to local councils. The requirements imposed to meet accessibility standards do not apply for existing websites until 23rd September 2020; to new websites published on or after 23rd September 2018 until 23rd September 2019; and for apps, 23rd June 2021. Essentially websites/ apps subject to the Regulations will have to meet an accessibility requirement, provide an accessibility statement and provide an accessible alternative format upon request. There are exemptions, such as a council will not be required to comply with the accessibility requirement if doing so would impose a disproportionate burden on the council.

Eric Roy consulted and advised - I have always made "accessibility" one of my differentiators and so there is much already built in to the web pages that addresses general accessibility issues such as an existing "accessibility" page. However, the new regulations do go further and technology has also evolved so it is likely that further work will be required. I will do some background research to get a clearer understanding of what might be needed and provide a cost next year.

email from resident about planning applications not being visible enough in Villages. – replied giving website details and time line of process of display onto website.

email from resident about S106 Bramshall funds and lack of consultation – clerk replied giving July News item and September minutes details.

URPC Business Risk Assessment form – updated with the Deeds References for Nigel Davies Solicitors – uploaded onto website 23.10.2018

Staffordshire County Council / SPCA Highways Task & Finish Group on Monday, 5th November at 1pm to 3pm; the meeting to be held at Staffordshire Place One, Tipping Street, Stafford. Councillors encouraged to visit the Highways & Rights of Way: Your Choices" website. <http://www.highwaysyourway.info/>

Elections 2nd May 2019 – SPCA advised to look at budgeting for elections, that take place next year – ESBC have confirmed if no one contests seats then cost is £150, however the

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cost of an election would be approx. £5k, based on 1319 electorates. We budgeted £2,500 last year. Auditor recommended earmarking £5,000 of funds.

Stramshall Welcome sign – The siting of the new Stramshall Village Sign was discussed. Original plans were to replace existing Stramshall sign with the new one (By Creighton Lane). Discussed the map for alternative sites, but Councillors felt the extra cost that would be incurred from Highways, would not be acceptable. RESOLVED to continue with original plan of replacing existing sign.

Highways log – updated version put onto website 01.11.2018

URPC Document Retention Policy – prepared in Draft from SLCC template and sent to Councillors on 01.11.2018 - Councillors RESOLVED to accept policy.

18.11.0011 COUNCILLORS REPORTS (information only)

A new flag pole cord is needed in Bramshall – Clerk to order.

Bennetts Lane and Loxley Lane are not on the Winter Gritting list – Clerk to enquire about adding them, due to bus route.

Hedge between Car Wash and opposite Industrial Unit is overgrown – Clerk to contact owner to ask for an update on cutting this year.

Pot hole between upper Loxley Farm and Loxley Bank Farm on B518 needs reporting.

DATE AND TIME OF THE NEXT MEETING:

The date of the next meeting was set for Tuesday, 11th December 2018 at 7.45pm at Stramshall Village Hall, Vicarage Drive, Stramshall. ST14 5DL. The meeting was formally closed at 21.42.

.....CHAIRMAN