

# Uttoxeter Rural Parish Council - Minutes

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Minutes of a meeting held on Tuesday, 2<sup>nd</sup> April 2019, at the Church Room, The Church of St Lawrence, Church Lane, Bramshall, ST14 5BQ. The meeting commenced at 7.30pm.

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

19.04.001 APOLOGIES AND APPROVAL OF ABSENCES – Cllr Postlethwaite, Cllr G Smith, Cllr C Smith.

19.04.002 TO RECEIVE DECLARATIONS OF INTERESTS AND TO CONSIDER REQUESTS FOR DISPENSATIONS. Cllr C Smith declared an interest in planning applications - P/2019/00245 and P/2019/00228.

19.04.003 TO RESOLVE THAT THE MINUTES OF PARISH MEETING HELD ON 5<sup>th</sup> March 2019 ARE A CORRECT RECORD - RESOLVED

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

- WEBSITE \_ Eric Roy Associates has advised that he has defined the DATA "audit" service. The cost for providing this service would be £75 - RESOLVED
- PUBLIC SPACES ORDER – Sections 59 to 75 of the Anti-Social Behaviour, Crime and Policing Act 2014. (Section 87 and 88 Environmental Protection Act 1990 (As amended by Section 19 Clean Neighbourhoods and Environmental Act 2005). Councillors **RESOLVED** to continue with existing orders in the Parish and to request a no alcohol order for Stramshall Playing Fields, Creighton Lane, Stramshall ST14 5AX.  
Please find below the website links to the existing alcohol and dog control PSPO's for your reference. <http://www.eaststaffsbc.gov.uk/community-civil-enforcement/public-space-protection-orders/dogs>  
<https://www.eaststaffsbc.gov.uk/community-civil-enforcement/public-space-protection-orders/alcohol>
- Uttoxeter General Charities - Uttoxeter Almshouse and Poors Charity – Cllr Slater attended the AGM, they are planning a summer event. There are some damp issues to resolve and new windows to be installed on properties run by Charity.
- Police Commissioners Grant – Speed Indicator Signs –  
Clerk obtained a quote for 2 Speed Indicator signs - £5200, Councillors RESOLVED to apply for the grant of £5000 to cover cost. Staffordshire County Council and PCSO Sean Elliott confirmed support of application. Staffordshire County Council confirmed Council could use existing groundscraws' for installation in Stramshall.
- Clerk annual pay – SPCA 13<sup>th</sup> December bulletin provided new pay rates for 2019-2020. Clerk new monthly pay will be £268.08 to take into account pay rate

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and adjustment for 52 weeks pay year. Councillors RESOLVED new pay and signed Standing Order letter for Lloyds Bank

- Councillors email addresses – NALC/SPCA bulletin - Freedom of information- personal emails. Councillors RESOLVED to change to system provided by Eric Roy Associate. These will be set up after Annual Meeting. Cllr G Smith and Cllr P Smith to continue to their existing email addresses.

- Highways – **Poppits Lane** is an unadopted and Staffordshire County Council have confirmed they cannot provide a dead-end road sign. Councillors asked Clerk to write to Landowner to enquire if they will put up a sign.

## **S106 Bramshall – timeline for chicane is summer 2019**

Staffordshire County Council have confirmed new plans for position of chicane are being drawn up, the chicane will move to the edge of the Village, as requested by Residents in the initial consultation. The project could be complete by Summer 2019

- Allotment Water – Pennon Water have requested Council increase the direct debit to £50 per month. Councillors RESOLVED to increase.  
Discussion about saving water took place. Councillors RESOLVED to encourage water butts on site and to gain a price for a water trough to replace hose system. Clerk to contact local farmers to see if they could donate water butt barrels. Councillors RESOLVED to monitor water consumption during 2019
- ALLOTMENT HEDGE – The landowner agreed with the Clerk to cut the field side of the hedge. Allotment holders have agreed to cut the top and inside of the hedge. No discussion took place on the ditch maintenance, this will be discussed in May meeting.
- Litter in Stramshall/Spath – follow up from December meeting – item 18.12.008  
Resident made a complaint against the Clerk for not following up this item on the December meeting. Clerk apologised to resident and followed up with ESBC and was advised that ESBC collect rubbish on a weekly basis from the rubbish bins in the Village and do a visual inspection of roads and collect litter that is seen. Clerk to update resident.  
Resident requested that direct interaction by URPC with the management of McDonalds be put in place. Councillors discussed the resident suggestion and RESOLVED for Clerk to write to McDonalds to ask them to extend their Community Litter Patrol to Spath layby and up through Spath to Spath Garage area.  
Councillors RESOLVED to make an appeal on Council website and via Stramshall Village website and Stramshall Facebook page for volunteers to set up a Litter Picking patrol for Spath and Stramshall and carry out a twice-yearly litter picking morning.  
Cllr C Whittaker updated meeting that ESBC are currently discussing litter picking for rural areas.

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Clerk to follow up the request for rubbish bins in the Beamhurst layby.  
Bramshall Litter Picking morning went extremely well and ESBC took 9 bags of rubbish away for Parish Council.

19.04.005 PUBLIC PARTICIPATION\* - Mr and Mrs Moore addressed the Council about the issue of volume of traffic in Stramshall during the mornings and afternoons, when JCB workers arrive and leave work.

Councillors RESOLVED to ask for a Speed and Volume Count from SCC and JCB on High Street, Stramshall in the near future and then for another Speed and Volume count after the new factory has opened.

Discussion took place on the impact of the McDonalds roundabout not being started– Phase 2 of the A50 project, and traffic using Stramshall as a short cut because of the volume of traffic at McDonalds roundabout. The meeting was informed that Phase 2 will not be completed until 2025. (Cllr Atkins, SCC Annual Report 2019)

Cllr Oulsnam advised meeting that the S106 funds for traffic calming have been agreed with SCC and JCB and plans have been submitted to SCC.

Councillors RESOLVED that Clerk to write to JCB to ask if they could encourage their staff to stop using Stramshall as a short cut and to use the main road.

19.04.006 TO CONSIDER PLANNING APPLICATIONS AND RECEIVE PLANNING DECISIONS

NEW

**P/2019/00194** - Dagdale Farm Dagdale Lane Dagdale ST14 5BJ - Conversion of agricultural building to dwelling house and formation of new vehicular access – COMMENTS added on 29.03.2019

Uttoxeter Rural Parish Council would like to object to this application on two points. Firstly, the access road to the site is single track and has a number of developments already passed, with no provision for traffic flow being considered by Highways or ESBC Planning. Secondly, the Council object to the removal of an established hedgerow to create a paddock. Hedgerow needs to be protected.

**P/2019/00221** - Gibbs Leasows Farm Stafford Road Blount's Green Uttoxeter Staffordshire ST14 8QA - Prior Approval for the conversion of agricultural buildings to form 3 dwelling houses - No Comment added 29.03.2019

**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 (REVISED SCHEME AND LAYOUT) Clerk tried to send a No comment, but ESBC site is closed for comments on 14.11.2018 – advised Alan Harvey, Planning Officer of the issue.

**P/2019/00245**- Greenacres Farm Cullamore Lane Willslock Staffordshire ST14 8NJ- Formation of a stone access track and extension to existing agricultural building to include a feed storage area for cattle (Phase 1) – comments added for both applications' – see below:

**P/2019/00228**-Greenacres Farm Cullamore Lane Willslock Staffordshire ST14 8NJ -

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Formation of a stone access track and extension to existing agricultural building to create a safer and more spacious living area for cattle (Phase 2) –

Comments to be added: There is no reference in site history to 4 previous applications P/2014/01661, P/2015/00667, P/2016/00192, P/2017/01047. The site is becoming over developed as it is only 8.5 acres (as stated in app P/2016/00192). It will be a dominating structure. Concerned about the amount of waste (manure) to be dealt with in winter months when it may be difficult to spread onto other ground and the possibility of pollution entering water courses. Planning Officer to visit site requested.

**P/2018/01338** - The Robin Hood Leigh Lane Bramshall ST14 5BH - Change of use of Public House to form 3 no. dwelling houses (to include repair and re-instatement of building following fire) – No Comment to be added.

**P/2019/00210** - Alton Brook House Old Uttoxeter Road Crakemarsh Staffordshire ST14 5AR - Erection of a single storey side extension – Comments to be added: Objections to this proposal. This site which was originally a very small semi-detached farm worker cottage has already been overdeveloped by the ESBC Criteria. This large extension will further breach the guide lines.

## **DECISIONS**

**P/2019/00060** - Horse Chestnut Farm Hollington Lane Stramshall ST14 5ET - Erection of single storey side extensions – PERMITS

**P/2018/01235** – former Barn, Stramshall High Street, Stramshall – conversion of barn to form dwelling – REFUSED

**P/2018/01465** - Hollington Lane Stramshall ST14 5ER - Proposed barn conversion - PERMITS

19.04.007 TO RECEIVE ORAL REPORT FROM BOROUGH/COUNTY COUNCILLOR - Cllr Whittaker  
The Chair of the Parish Council thanked Cllr Whittaker for his donation towards the WW1 Bench in Bramshall. Cllr Whittaker updated the meeting that ESBC is running smoothly. The Leisure Centre in Uttoxeter is now settling into its new structure, this is a 10yr plan of improvements.

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

Zurich confirmed Insurance would start 1<sup>st</sup> June 2019 –

Clerk informed Came and Co on 12.03.2019 that Council would not be renewing.

HMRC Final Submission sent 15.03.2019 – P60 issued to Clerk

Audit – 2018/19 Annual Governance and Accountability Returns (AGARs) from Smaller Authorities Audit Appointments Limited (SAAA) was received from Mazars – return of accounts is 5<sup>th</sup> July 2019

Alan Toplis – internal auditor – appointment with Clerk 16<sup>th</sup> April for Audit.

Lloyds Bank requested confirmation about Cllr Slater - information returned 02.04.2019

Cllr Whittaker donation received: Councillors requested a letter of thanks be sent.

ICO requested annual Data Protection Fee – DD to be set up, as reduced fee to £35 from £40 if DD.

Council Reference/Cheque Number	Details	Amount
81/SO	Clerk Wages	£242.40

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01/DD	Pennon Water – Allotments	£50
02/005	SPCA Annual Subscription	£354
03/006	Eric Roy – annual Website Hosting	£150
04/007	Clerk – 4yr wage adjustment	£936.35
05/008	Stramshall Village Hall – Rent for room	£25
06/009	Zurich insurance	£727.92 (incl £77.99 IPT)
07/010	Mrs VRE Gibson – Brightpay Wage submission package	£58.80 (incl £9.80 VAT)
08/011	Acorn Machinery – annual lawn mower service	£75
09/012	WH Durose – St Michaels Church Bench installation	£240 + £48 VAT - £288
10/013	DSK Engineering – Jan/Feb inspection and repairs	£120 (incl £20 VAT)
11/014	Doveridge Landscapes – stramshall church yard	£48
Received after Agenda issued		
12/015	The Community Foundation for Staffordshire – BKV Bramshall entrance fee and posters	£61.48
13/DD	ICO – Data Protection Annual Fee – DD form to sign	£35
14/016	MRS VRE GIBSON	£10
FUNDS RECEIVED		
10	ESBC – CLLR WHITTAKER GRANT – BENCH	£500
Accounts Balance		
Leeks BS	CLERK PAID £1 TO GET UPDATE	£4,330.21
Lloyds Bank Account	DATE 26.03.2019 BY PHONE	£10,007.05

### 19.04.009 CORRESPONDENCE

Chair received letter from Cllr C Smith to advise would not be submitting a nomination pack for 2nd May election and would therefore leave the Parish Council – Chair to write to Cllr C Smith.

Road Closure notice – Pigeonhay Lane – 22<sup>nd</sup> April to 1<sup>st</sup> May 2019.

Redfern's Cottage, Museum of Uttoxeter Life re-opening on Wednesday 3rd April 2019

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at 10.30am

SCC update on contracted local bus services across the county these are the details of service changes from the 29th April 2019. Services 841 & 842. An improved service 841 Stafford to Uttoxeter via Tixall Road, Weston & Hixon will launch providing: Half hourly service Stafford to St Mary's Gate. One service each hour extends to cover the full route to Uttoxeter. Contactless payments on board all buses.

Complaint from resident about Clerk not updating on item 18.12.008 - McDonalds litter 19.03.2019 – forwarded to Chair and Vice Chair

The Carers Hub, The Bridge Centre, Birches Head Road, Stoke-on-Trent, Staffordshire, ST2 8DD – information about services provided for carers. [www.thecarershub.co.uk](http://www.thecarershub.co.uk) email to advise that Bramshall Litter picking day went well.

email from Church of St Lawrence, advising they need a safeguarding policy signed – Chair to sign when policy available.

March Play inspection report received – some of the bolts are loose, but will be monitored – entrance posts are still highlighted as need attention.

email from resident with regards to parking on pavements in Stramshall – Clerk advised resident to contact Highways – provided contact details to them, as Parish Council has no powers or duties with regards to Highways.

Bramshall Speed Watch team sent article about 2 year anniversary and volunteers needed – article put on website

ICO - Due to the data protection regime in force from 25 May 2018, you will no longer be required to 'notify' or pay a fee under the DPA98. But you will be required to pay a new data protection fee under the Data Protection (Charges and Information) Regulations 2018. £35 if pay by DD, see Finance above.

Merchant Navy – Seafarers – Fly the Red Ensign on 3<sup>rd</sup> September request. RESOLVED unable to take part.

## 19.04.0010 CLERK UPDATE

[www.civicvoice.org.uk](http://www.civicvoice.org.uk) the questionnaire on planning completed 12.03.2019

Stramshall WW1 Bench was opened by Tesco on 20<sup>th</sup> March – Echo covered the item in the newspaper.

Clerk annual appraisal due – Chair advised new Chair will carry this out after May meeting.

Election – 2nd May 2019 – Notices went onto website 19.03.2019.

Contacted SJL Landscapes Ltd to advise they were awarded the replacement Oak Tree for Bramshall - £90 + VAT – they advised Autumn for replant.

Clerk contacted Strawberry Garden Centre for a quote for 20 heather plants to replace dead ones on Bramshall plaque area.

Clerk gained quotes for SIDs from Morelock Signs and gained update from Highways that we can use existing groundscrews for SIDs if we are successful with the Police Commissioners application.

Clerk had confirmation that church available for Annual Meeting.

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## 19.04.0011 COUNCILLORS REPORTS (information only)

Councillors agreed that Goal Posts on Stramshall Playing Fields need to be painted in white hammerite. Clerk to arrange purchase of Hammerite and to contact residents to help with the painting.

Bramshall Football Club – parking on pavements – residents having to step into road to get past cars. PCSO Sean Elliott to be contacted.

Councillor Slater advised meeting he may have some blue tubs for water butts. He will liaise with clerk.

St Michaels Road, Stramshall – from Hilltop Cottage to Beamhurst Bridge – sides of road eroding – Clerk to report to Highways.

Rubbish Bin by Telephone Box, Bramshall is rusted away – Clerk to request replacement. Councillors agreed to review Parish Questionnaire in June Meeting.

## DATE AND TIME OF THE NEXT MEETING:

The **Annual Meeting** was set for Tuesday, 14<sup>th</sup> May 2019 at 7pm, Church Room, The Church of St Lawrence, Church Lane, Bramshall, ST14 5BQ

The date of the next **Parish meeting** was set for Tuesday, 14<sup>th</sup> May 2019 at 7.30pm at Church Room, The Church of St Lawrence, Church Lane, Bramshall, ST14 5BQ .

The meeting was formally closed at 21.01.

.....CHAIRMAN