

# Uttoxeter Rural Parish Council - Minutes

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Minutes of a meeting held on Tuesday, 5<sup>th</sup> Feb 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), Mrs G Smith, Messrs: D. Oulsnam, T. Postlethwaite, M. Slater, Cllr Whittaker (Borough) and the clerk.

19.02.001 APOLOGIES AND APPROVAL OF ABSENCES – Cllr Ollerenshaw, Cllr C Smith, Cllr P Smith.

19.02.002 TO RECEIVE DECLARATIONS OF INTERESTS AND TO CONSIDER REQUESTS FOR DISPENSATIONS.

Cllr Ollerenshaw requested, in his absence, a dispensation for item 19.02.005 – Lord Williams Bench plaque. Dispensation granted for the length of the project.

19.02.003 TO RESOLVE THAT THE MINUTES OF PARISH MEETING HELD ON 11<sup>th</sup> December 2018 ARE A CORRECT RECORD – RESOLVED.

19.02.004 TO RECEIVE GUEST SPEAKER - Naomi Perry, Principal Planning Policy Officer, EAST STAFFORDSHIRE BOROUGH COUNCIL.

Naomi addressed the Council on Parish Plans and Neighbourhood Plans.

Advised that currently there are 17 Neighbourhood Plans in ESBC area.

Naomi provided a document that gave comparison between Parish Plan and Neighbourhood Plan. Advised about Neighbourhood Development Orders that can be used, they follow similar process to Neighbourhood Plans. Naomi suggested creating a booklet which pulls together all information from the Parish Questionnaire which the Parish Council issued. This will allow Council to set time lines and budgets for any projects that were suggested by residents. Naomi provided a link to Stratford Parish Plans, as an example of how a Parish Plan can be created from the questionnaire.

<https://www.stratford.gov.uk/planning-regeneration/parish-plans-a-m.cfm> -

Discussion took place on the use of Community Asset powers of the Parish Council.

Naomi advised that The new Neighbourhood Fund provides the opportunity to secure some of the financial support required to deliver a project within your neighbourhood in East Staffordshire. <http://eaststaffsbc.gov.uk/neighbourhood-working/neighbourhood-development-fund>

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

- Precept - £15,200 was submitted to ESBC on 12.12.2018 and URPC Budget uploaded onto website 02.01.2019
- Lord Williams Bench – Stramshall Church Yard–  
Clerk contacted Church Warden re permissions and donation towards Brass Plaque on 18.12.2018 – Clerk received permission from Church Warden to install the bench. This will be installed in March 2019.  
Brass plaque donation of £97.26 was sent to Lord William Group and plaque has now been purchased.

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- Stramshall Gateway Sign – Malcolm Lane Signs delivered gateway sign and it was installed on 12.01.2019. Echo Newspaper was sent article about opening of Sign on 01.02.2019. Council asked Clerk to send Thank you letters to Mr Orme, Mr Tench, Aggregate Industries, SCC Highways and Malcolm Lane Signs.
- Bramshall WW1 Bench – Cllr Whittaker confirmed the ESBC Community Fund Committee will meet this week to review the £500 grant request.
- Stramshall WW1 Bench – the Tesco Bags of Help funds were received on 14.01.2019. The Bench was ordered and installed at Stramshall Playing Fields. Clerk to organise a photo with Tesco Bags of Help.
- Bramshall S106 – Chicane – Staffordshire County Council confirmed they have received the S106 funds and will continue works on the scheme. Network Rail have contributed to the scheme to extend the 30mph over the level crossing on Stone Road.
- Annual Lawn mower service – Councillors RESOLVED to carry out the service.
- John Whittaker Oak Tree – Bramshall – Clerk confirmed that Rabbits have affected the tree and it is now dead. Clerk to gain two quotes for Councillors to consider at the next meeting.
- Allotments – Councillors to Review rents for 2020-2021.

Discussion about income from allotments and water bill. It was agreed to raise the rent from 11p per square yard to 14p per square yard from February 2020. Cllr Oulsnam to update tenants.

All renewal letters sent to Tenants and new contract issued for plot 13b.

All tenants asked to return a confirmation with regards to name and plot number being passed to Strawberry Garden Centre for the discount scheme.

South Staffs Water are requesting an increase in direct debit.

Councillor Oulsnam had reviewed the latest invoice and had noticed that URPC were being charged for water from a burst pipe that occurred in Jan/Feb 2018. This burst was not on the allotment but on the road side verge which is not URPC responsibility. This burst was reported by Councillor Oulsnam to the water company who did not respond very quickly. In the event a new water meter was fitted. Councillor Oulsnam asked the clerk to contact the water company and refute this charge for water in Jan/feb.

19.02.006 PUBLIC PARTICIPATION\* NONE

19.02.007 TO CONSIDER PLANNING APPLICATIONS AND RECEIVE PLANNING DECISIONS

**NEW**

P/2018/01405 - Land to the west of Uttoxeter A50 Bypass Uttoxeter Staffordshire - Reserved Matters application relating to P/2013/00882 for the construction of a new first school and associated works including details of access, appearance, landscaping, layout and scale – No comment added 18.12.2018

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P/2018/01194 - The Old Crossing Hook Lane Crakemarth ST14 5AS- Change of use including the erection of a single storey side extension of existing commercial dog grooming parlour to form a dwelling – The following comments were added on 11.01.2019. On checking the site history, it shows that application PA/07091/011 to build a detached building (the one that P/2018/01194 is applying for change of use, was refused and the refusal upheld on appeal. So the building should not have been built.

P/2018/01536 - Woodlands Crakemarth Hall Old Uttoxeter Road Crakemarth Staffordshire ST14 - Erection of a single storey side/rear extension to form orangery – No comment added on 16.01.2019

P/2019/00060 - Horse Chestnut Farm Hollington Lane Stramshall ST14 5ET - Erection of single storey side extensions – comments by 20.02.2019 – NO COMMENT to be added

P/2019/00075 - 3 Church Farm Close Stramshall Staffordshire ST14 5AL - Erection of part first floor and two storey rear extension - comments by 01.03.2019 – NO COMMENT to be added

## **DECISIONS**

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 – PERMITS

P/2018/01372 - Loxley House Caverswall Lane Lower Loxley ST14 8RZ- Erection of a single storey front and side extension – PERMITS

P/2018/00294 –Blythe Barn Caverswall Lane Lower Loxley ST14 8RZ - Change of use from agricultural land to domestic use including formation of new vehicular site entrance and driveway to provide access for the parking of vehicles under 3.5 tonnes with associated new walling and replacement hedgerow planting along with the proposed closing up of an existing vehicular site entrance and erection of new walling (revised scheme and description - PERMITS

19.02.008 TO RECEIVE ORAL REPORT FROM BOROUGH/COUNTY COUNCILLOR - Cllr Whittaker  
£500 grant towards the WW1 Bramshall Bench was submitted 08.01.2019, as update likely this week. The Leisure Centre is now being operated by SLM, with 1 million investment across all three sites.

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

Update on Bank Transfer from HSBC to Lloyds - All payments this month for invoices will be made from Leek BS, due to bank transfer from HSBC to Lloyds and risk of cheques not being honoured.

Account Transfer Paperwork to Lloyds on 29.01.2019 – Account opened with Lloyds on 05.02.2019. Funds from HSBC will be transferred within 10 working days. Clerk wages standing order letter was signed by 3 Councillors.

**Updated Asset Register completed and needs to be ratified at the meeting.**

Came and Co contacted about increasing insurance for Stramshall Gateway Sign – Came and Co confirmed on 28.01.2019 the following: The Street Furniture sum insured has been increased by £2,720.00 to a new total of £25,669.40 to include the new gateway sign. The annual additional premium due is £12.35 including Insurance Premium Tax (IPT) which has increased the future annual premium payable to £921.29 including IPT.

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Councillors requested Clerk to gain a second quote for annual insurance.

Councillors RESOLVED to make payments below:

Cheque Number	Details	Amount
68/1931	AH Orme – Brass Plaque	£97.26
69/SO	Mrs VRE Gibson – Wages	£242.40
70/Leek BS	David Ogilvie – WW1 Bench - Stramshall	£809.50 + VAT = £971.40
71/Leek BS	WH Durose – install WW1 Bench at Stramshall and Bramshall and install Stramshall Gateway Sign and collect and replace Stile on Creighton Lane, Stramshall	£240 + £48 VAT & £710 + £142 VAT – Total 1140 (incl £190 VAT)
72/Leek BS	DSK Engineering – Play inspection report – Nov/Dec 18	£60 + £12 VAT - £72
Received after agenda		
73/Leek BS	Mrs VRE Gibson – Expenses – includes annual virus software, stamps, a4 paper	£52.06
74/Leek BS St Lawrence Church	St Lawrence Church, Bramshall, Donation for room usage	£30
RECEIVED		
HMRC	VAT Refund	£504.28
Tesco Bags of Help – not included in December statement	WW1 Stramshall Bench donation	£1010
Leek BS interest	One-year amount	£8.86
Allotment Plot 13a		£12.43
Allotment Plot 12a		£7.70
Allotment plot 14		£8.80
Bank Accounts	Leek BS – 01.01.2019	£6,435.17
	HSBC – December statement – received 08.01.2019	£10,669.58

## 19.02.0010 CORRESPONDENCE

email received from **Lord William Group** – thanking Parish Council for the funds provided to ensure the Stramshall Christmas Tree event was supported. Parish Council provided £146 towards the event.

**Perennial Landscapes Ltd** requested feedback on their Tender application – sent to Chair and Vice Chair on 18.12.2018 – sent feedback on 02.01.2019

email from a resident - the Uttoxeter Wikipedia entry mentions the "recently discovered

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**fort at Stramshall"** See <https://en.wikipedia.org/wiki/Uttoxeter> - sent to Councillors for a response. Confirmed there is no fort in Stramshall.

**SPCA Bulletins** –from 15<sup>th</sup> November to 31<sup>st</sup> January forwarded to Councillors:

Highlighted items were:

May 2019 Election timetable

Councillors attendance at Council meeting

SCC confirmed School Crossings to continue.

NALC Clerk Pay Agreement 2019/2020

SCC Archives – Clerk to submit paperwork to archives

Section 137 Expenditure: Limit for 2019/2020 is attached. The Ministry of Housing, Communities and Local Government (MHCLG) has confirmed the appropriate sum for parish and town councils for 2019/20 is £8.12.

SCC are looking for Volunteers in libraries

Public Sector Bodies Regulations 2018 covers the accessibility of public sector websites and mobile applications.

NALC - Points of Light is a collection of case studies highlighting the work that a number of local councils are undertaking to support their communities. The 2019 edition contains 150 case studies, which includes; summaries, electorate, precept and expenditure.

Model code of conduct - <https://www.gov.uk/government/organisations/the-committee-on-standards-in-public-life>

## **OTHER CORRESPONDENCE:**

Play inspection report received – advised wooden posts need attention by entrance to site. Cllr Oulsnam to investigate. Moles present, Councillors will review in March meeting.

Request from resident about brambles to be cut back on a hedge by Bramshall Industrial Estate – Clerk to check with Landowner.

Resident reported a possible breach of planning – The Old Smithy Cottage, Stone Road, Bramshall – ESBC Enforcement Officer advised planning permission not required.

However, parking provision to be investigated further.

## **19.02.0011 CLERK UPDATE**

Clerk contacted Alms House Trust and advised that Cllr M Slater would be the Parish Council representative on their committee. Clerk received confirmation of AGM – 11<sup>th</sup> March 2019 @ 6.30pm – Parish Church, Uttoxeter.

Clerk wrote to RBL Poppy Appeal to order two poppy wreaths for 2019 and they confirmed they will provide two wreaths in November 2019 and gratefully accepted the donation of £45 per wreath.

Clerk composed a letter about keeping funding for Street Crossing Patrols – sent to Cllr Deaville on 21.12.2018.

Grass Cutting Tender – SJL Landscapes Ltd was awarded the 3yr contract on 12.12.2018 – all other tender companies informed they were unsuccessful.

Footpath 24 – Stramshall – Creighton Lane – collapsed stile reported on 12.01.2019 – Chair and Vice Chair agreed that emergency repair needed. ESBC provided stile kit and

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WH Durose repaired on 21.01.2019 at a cost of £150 + VAT

The Pension Regulator – Clerk had confirmation that the date for the next declaration is December 2019

Cllr Postlewaithe has purchased new top for flag pole in Bramshall and will install when light gets better.

Stramshall and Bramshall Telephone Box inspection report received. Glass needs repair on Bramshall Telephone Box. Cllr Slater to arrange.

May Elections – Clerk advised by SPCA that May Meeting needs to change to 14<sup>th</sup> May. This will be resolved in March meeting.

S106 Stramshall – SCC confirmed that JCB have not yet paid the funds, so no plans have been drawn up.

19.02.0012 Clerk Pay - PUBLIC EXCLUDED (Public Bodies (Admissions to meetings) Act 1960)

Councillors RESOLVED to correct the underpayment of Clerk in April meeting payments.

19.02.0013 COUNCILLORS REPORTS (information only)

Clerk to gain Allotment Deeds from Solicitors in order to establish boundary.

S106 Stramshall – Clerk to gain an update from SCC

Clerk to report to SCC Highways the Brown Robin Hood signs in Bramshall need removing.

Councillors requested minuting that traffic has increased through village due to new A50 roundabout system.

Parish Plans will be discussed in June/July meetings.

DATE AND TIME OF THE NEXT MEETING:

The date of the next meeting was set for Tuesday, 5<sup>th</sup> March 2019 at 7.45pm at Stramshall Village Hall, Vicarage Drive, Stramshall. ST14 5DL. The meeting was formally closed at 21.15.

.....CHAIRMAN