

Minutes of the Parish Council Meeting
held on Wednesday, 25th July, 2001 at 7.30 p.m.
in Church House, Abbots Bromley, pursuant to notice having been given.

Present: Cllrs: PJ Charles, LG Ferguson (L Fe below), L Fox, MM Moore, C Talbot, (Chairman) and S Wilson.

Apologies for absence: Cllrs. RSV Jarman, KA McLoughlin and SM Tonking.

Also attending: Borough Councillor AJH Fox.

Also present: PJ Youngs (Clerk).

Members of the public attending: none.

Minute 39 : Public Session

Since there were no members of the public present councillors proceeded to deal with the next scheduled item on the Agenda.

Minute 40: Approve and sign the Minutes of the previous Meeting, 27 June 2001

It was proposed (PC), seconded (LF) and agreed that the Minutes be signed subject to the following amendments:

- (i) page 2, Minute 29: Cllr. P Davies to be recorded as Mayor of Burton upon Trent instead of Cllr. P Haynes,
- (ii) page 5, Minute 31.9.1.: “Millennium Green grass cutting” to replace “Village Hall, grass cutting”.

In addition:

- (iii) page 6, Minute 32.3.1.: Cllr Fox pointed out that she had had to telephone the County Highways Department in order to get the grass cut in Back Lane.

Minute 41: Matters Arising and Matters of Report

The following points were made:

- (i) page 2, Minute 30.1 Borough Councillor Fox stated that the Ashbrook Lane development plans had been re-submitted with seven only houses proposed instead of ten; the Council would be asked shortly for its views and, given a tight time schedule, it would be imperative that its views were quickly presented. The Clerk promised that the plans, once received, would be passed immediately to the Chairman;
- (ii) page 4, Minute 31.7. The Chairman reported that the masonry had been removed from the War Memorial;
- (iii) page 5, Minute 31.1.2 notification has been received from ESBC that the annual inspection of the equipment in the Millennium Green playground has taken place; the report is awaited;

(iv) page 6, Minute 32.2.1. Mr Tomlinson has cut the hedge on the Uttoxeter Road as requested;

(v) Filing arrangements. The Clerk reported that he had begun the process of sifting through and re-cataloguing the Council's filing cabinet has begun; when complete, he said that he would issue a list of all files and circulate it for councillors' attention.

Minute 42: Planning

42.1. Applications

(i) **CU/05685/005: Harts Farm, Bromley Hurst:** conversion of barn to form two holiday lets - *re-application*

PC response: no objections.

(ii) **HO/26790/001: Ashberry Barn, Lichfield Road:** retention of garden room

PC response: no objections.

(iii) **CU/11528/016: Yeatsall Farm:** retention of use as residential flats of existing units A and B

PC response: no objections.

42.2. Decisions

The following applications have been **PERMITTED:**

(i) **HO/22537/008: The Old School Hall: Schoolhouse Lane:** installation of new window to entrance hall.

(ii) **CU/11528/015: Yeatsall Farm, Yeatsall Road:** conversion of existing farm buildings to form three residential units.

42.3 Other Planning Matters

(i) ESBC informed the Council that an appeal to the Secretary of State had been made in respect of the refusal of the Borough to grant planning permission for Harts Farm, Bromley Hurst.

(ii) **Georgian House, Bagot Street:** raising the crown of one ash tree. ESBC writes: "(ESBC) ... confirms that the Authority does not intend to place a Tree Preservation Order on the tree".

(iii) **Blyth Farm, Abbots Bromley:** notification has been received that, given the likelihood that approval for the proposal to convert out-buildings to holiday lets, the proposals (five in total) have been withdrawn but will be re-submitted.

Minute 43: Finance

43.1 Finance Statement for July. The Chairman drew attention to the statement, copies of which had been circulated prior to the Meeting. **It was proposed (MM), seconded (L Fe) and agreed that the statement be approved.**

43.2. Bills paid since the last Meeting. None forthcoming.

43.3 Bills to pay. The Clerk introduced the following bills for payment:

Payee	Sum due	Details
GC McCulloch	170.00	work completed on 14 & 29 June under contract
GC McCulloch	60.00	Devolved Maintenance. Clearing up after heavy rainfall on 13 th July
GC McCulloch	33.95	roses for planting in the flower bed in the Market Place
Office World	109.36	stationery order received on 9 th July
R Tough	75.00	Payment for May - 9 th July
P Youngs	855.60	Payment and expenses for May - July

and in connection with the New Village Hall:

Topline Contract Furniture 702.06 50 chairs

It was proposed (PC), seconded (LF) and agreed that the above be paid.

43.4 Section 137 payments. In connection with the request by Mrs J Crooks, on behalf of the Richard Clarke First School Parent/Teacher Association, for financial support for the production and award of Golden Jubilee medals to children in the village councillors asked the Clerk to inform Mrs Crooks that they were willing to commit the £200.00 requested but not as an initial payment - as had been requested - but to support other fund-raising activities which were necessary to raise the £1,400.00 required. Before committing the money, therefore, they wish to see tangible evidence of the scheme's financial viability.

43.5 Horn Dance entertainment. The Chairman reported that Cllr. Tonking is confident that, once again, an "entertainment" can be obtained on Horn Dance Day, 10th September, with the Borough and the Parish Council sharing equally the £200.00 cost involved. **It was proposed (LF), seconded (L Fe) and agreed that the Council commit £100.00 to this venture.**

43.6 War Memorial renovation The Clerk introduced a letter from English Heritage announcing the award of a grant of up to £2,035 (or 50% of approved expenditure) towards the project. There are, however, a number of conditions which must be adhered to, one of which is that a formal contract must be issued to each of the contractors involved. The Clerk stated that he would now act to ensure that the work was commenced.

43.7 Parish Council Deposit Accounts. The Clerk stated that he wished to have more time to research this matter and requested that the matter be tabled for the Agenda of the September Meeting. This was agreed.

43.8 Report by Clerk on Audit of Accounts 2000/2001 The Clerk reported the comments made by the auditor in the course of the recent audit. These were as follows:

- (i) The Income and Expenditure Account, Balance Sheet and Notes to be amended to reflect the following:
 - (a) The SCC debtor of £65.00 had not been included in the Income and Expenditure Account,
 - (b) Churchyard Maintenance should not be recorded as s.137 expenditure, and
 - (c) s. 137 expenditure has been amended to include two subscriptions and the award of tokens as prizes in connection with the BKV competition.

(ii) The Council is advised to increase Fidelity Guarantee insurance cover from the present level of £10,000.00 to £30,000.00. The Clerk stated that he had already contacted the Council's insurers who had given a quotation of £27.72 p.a. for such an increase. **It was proposed (LF), seconded (L Fe) and agreed that this suggestion be adopted** and the relevant Proposal Form was signed by the Chairman.

(iii) The Council approved the amended Accounts as requested by the auditor and the Chairman signed the Accounts signifying that this approval had been given.

Councillors thanked the Clerk for the work which he had undertaken in connection with the preparation of documents for audit.

43.9 Consideration of the Village Hall as a possible venue for future meetings The Chairman reported upon a recent visit to the Hall, together with Cllr. Tonking, Borough Councillor Fox and the Clerk. He stated that he felt that there was much to recommend the Memorial Room as a venue for meetings, but that he had asked the Clerk to draw up a list of points "for and against" the proposal. These points were read out. It was agreed that such a major issue needs to be considered further and therefore a decision should be deferred to a future meeting. Borough Councillor Fox stated that he had sought both designs and costs from duly qualified companies for the conversion of a corner of the Memorial Room to form a Parish Council dedicated work and filing area; he hoped that these plans, and their costings, would be available for the next meeting. It was agreed to add this matter to the Agenda of the September meeting.

43.10 Other Financial Matters.

43.10.1 Millennium Green Playground - checking of equipment etc. It was reported that Mrs Wendy Averill of 22 Needwood Grange is now serving as caretaker at the Village Hall and has signalled a willingness to undertake basic safety checks of equipment on the playground. The Clerk was asked to write to her regarding the discharge of her duties in respect of the playground and to ensure that she possesses the basic equipment required for the removal of litter.

43.10.2 The Clerk said that he had sent for, and obtained, copies of SPCA's "Guidance on Reserves and Contingency Funds" to which reference is made in the current edition of the Advisory Notes - Issue 94 01/07. Copies of these notes will be despatched to councillors with the papers of the next Meeting.

Minute 44: Group Reports

44.1 Recreation

Skateboarding. Borough Councillor Fox, speaking in the absence of Cllr. McLoughlin, stated that there had been no official approach to the Village Hall Trustees to request that provision be made on the site for skateboarding.

44.2. Village Property

44.2.1. “The Orchard”- exit problems continue to exist. The Clerk announced that there had been no news regarding the ownership of a strip of the Green opposite this property where it was proposed to erect a sign requesting vehicle owners not to park at that point; however, the matter had been raised with SCC officers at the Clerk’s meeting with them on 3rd July.

44.2.2. Ragwort along the Uttoxeter Road The Clerk was asked to contact SCC to request that the ragwort be removed as a matter of urgency.

44.3. Traffic and Parking (to be known hereafter as Highways and Pathways - ie to include footpaths)

44.3.1 Meeting between SCC Highways officers and the Clerk on 3rd July. Reference was made to the notes of this meeting previously circulated. The Clerk stated that he was optimistic regarding the likely outcome but since officers were having similar meetings in other parishes throughout south Staffordshire it was anticipated that it would take up to six months before all items listed could be addressed.

44.3.2 Lighting of new traffic calming feature on the Uttoxeter Road. There was some confusion regarding what had been done and what remains to be done. The Clerk reported that in recent days some additional reflective signs have been placed. However, it is clear that the new street light has not yet been connected and the Clerk was requested to take this up with the officer concerned.

44.3.3 New road sign in Ashbrook Lane. It was reported that this is now in place and is unambiguous regarding the T junction ahead.

44.3.4 Ashbrook Lane/Lichfield Road junction: overgrown vegetation. The Clerk was asked to get in touch with the owner of the property of Ashtree House and to ask that the overhanging tree be cut back.

44.3.5 Goose Lane: proposal to construct a footpath on the west side by the junction with Bagot Street/Uttoxeter Road. The Clerk informed councillors that he had received a copy of a letter written by Cllr. Tonking to Staffordshire County Council requesting that this path - raised as a proposal in the Clerk’s meeting with officers on 3rd July - should not be proceeded with; a number of reasons were given. It was agreed that this matter is currently an issue between Cllr. Tonking as a private individual and the County Council. There was agreement that the Council would pass a view on the matter if this was sought.

44.3.6 Footpath cleansing in Abbots Bromley. The Clerk introduced an e-mail received from ESBC in which a proposal had been made “to employ someone paid for by an annual grant from ESBC which would also cover the cost of equipment ... and (the Borough) would pick up the waste arising as part of the domestic collection round.” Several councillors felt that this proposal marked a radical change in street cleaning operations and was well worthy of further consideration. Accordingly, the Clerk was asked to contact the senior officer concerned asking him to “flesh out” the proposal so that a more developed set of proposals could be considered at the September meeting. The matter should be tabled for the Agenda of that meeting.

44.3.7 Uttoxeter Road; obscured 30 mph sign. The Clerk was asked to contact the owner of the field in question to request him to cut away the hedging as necessary.

44.4. Competitions

44.4.1. Best Kept Village Competition The Chairman announced that he would be attending the ceremony at Endon Village Hall on 6th August at which the results of the competition would be made known.

44.4.2. Top Team Quiz. It was announced that the future of the competition is in doubt since ESBC considers it is no longer in a position to sponsor the event. It is hoped that another sponsor can be found to assure its continuation.

44.5. Rural Housing

The Clerk stated that Mr David Williams of the Beth Johnson Housing Trust had requested that, in so far as councillors were able, the owners of sites in and around the village were identified so that he could write to them to ascertain their willingness to release land for affordable housing - it being accepted by all parties that any proposals would be subject to normal planning procedures. It was possible for most of the owners to be identified and the Clerk agreed to pass the relevant details to Mr Williams.

44.6. Newsletter

Cllr Ferguson asked for topic suggestions and articles for the next edition of the Council's Newsletter which, he hoped, would be published in the autumn.

44.7. School Governor's Report

Nothing to report.

Minute 45: Village Design Statement

In the absence of Cllr. Tonking it was agreed to defer this item until the next Meeting, due to be held in September. The Clerk drew attention to a letter received from Borough Councillor AJH Fox, and Miss L Kelly of ESBC pointing out that though the Borough could not help directly with funding for a VDS, there were avenues that might be explored; a copy of this letter has been passed to Cllr. Tonking.

Minute 46: Bagot Ward Action Plan (WASP): Report on a Meeting held on 17th July involving the Chairman, Borough Council AJH Fox, Miss L Kelly of ESBC and the Clerk

The Chairman and the Clerk reported upon a fruitful meeting in which the following had been covered:

- (i) an Action Plan (2000/2001) for the Ward had been circulated in which a number of *issues* had been identified with a list of *proposals* set against each issue. These issues were grouped under the following headings
 - a) roads
 - b) signage
 - c) street lights
 - d) litter, dog fouling and environmental issues
 - e) community issues, and
 - f) tourism;

- (ii) it had been suggested that the Council considers these matters and consults locally as appropriate;
- (iii) a “small revenue budget” of £3,000” for each ward is available which is intended to cover “consultation costs”; however, in addition, bids can be made for more significant sums under the capital programme: under this such matters as traffic calming, improved street lighting etc. can be addressed. There is a degree of urgency concerning the capital budget since the programme is due to be drawn up in September or October.

With this introduction the Chairman advised that any decision-making should be deferred to fuller discussion at the next meeting and the item should be tabled accordingly.

Minute 47: Correspondence, Bulletins and Reports

47.1. Mayor’s visit to Village on Horn Dance Day, 10th September. Cllr. Fox said that she would be willing to meet the Mayor on his arrival at 4.00 pm at the Buttercross on Horn Dance Day .

47.2. ESBC: New Political Arrangements: Consultation with Key Stakeholders. Attention was drawn to the arrangements announced by the Borough and circulated as enclosure e.

47.3. SPCA: various matters:

- (i) no resolutions were forthcoming for putting forward to the AGM on 13th October,
- (ii) there were no nominations to be put forward to the Executive Committee
- (iii) Advisory Notes, No 94 Summer 2001: no issues were raised for discussion though the Clerk said that he had sent for items mentioned in paragraphs as follows:
 - 01/07 SPCA Guidance on reserves and contingency funds, and
 - 01/23 Guidance on procedures for dealing with planning applications; these will be circulated with papers for the September meeting.

47.4 South East Staffordshire: proposals for re-organisation of hospitals. It was generally agreed that there is no point in raising objections to what is, in effect, a *fait accompli*.

47.5 Wildlife Sponsored Walk, 9th September. The Clerk said that he has sponsor forms for any who wish to receive them.

47.6 Local Council Review: the three copies were distributed and circulation arrangements undertaken.

47.7 Bulky Household Waste skip. This would be available on 29th September between 10.00 a.m. and 2.00 p.m. - at the “Crown” car park..

47.8 St Nicholas Church - Open Meeting in connection with the celebration of the Millennium of the Church. Councillors are invited to attend.

47.9 Street Traders’ Licenses: Horn Dance Day. Cllr. Wilson agreed to issue any relevant licenses for street traders on Horn Dance Day - 10th September.

47.10 Councillors' holidays. The Clerk invited councillors to pass to him a record of their holiday dates.

Minute 48: Items for the Agenda of the next Meeting

The following were put forward as items for discussion at the next Meeting:

- (i) (under "Finance")
 - (a) Parish Council deposit accounts
 - (b) ESBC proposal that the Council should assume a more active role in street cleaning arrangements.
 - (c) Consideration of proposals to hold future Parish Council Meetings in the Village Hall.

- (ii) Village Design Statement

- (iii) WASP suggestions

Minute 49: Date and place of the next Meeting

The next Meeting will be held on Wednesday 26th September at 7.30 p.m. in Church House, Bagot Street, Abbots Bromley.

The Meeting concluded at 10.15 p.m.

Chairman date

Proposed seconded: