

Minutes of the Parish Council Meeting  
held on Wednesday, 25 September, 2002 at 7.30 p.m.  
in the Village Hall, Abbots Bromley, pursuant to notice having been given.

Present: Cllrs: PJ Charles, C Cook, RT Esling, LG Ferguson (Chairman - L Fe below), L Fox, RSV Jarman, KA McLoughlin, JA Needham and S Wilson.

Also present: EA Roy (Clerk), Borough Councillor AJH Fox

Apologies for absence:

Members of the public attending: Pam Potter, Andrew Witt

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**Minute 56: New members – Acceptance of Office**

56.1 ***It was proposed (LFe), seconded (LF) and agreed that a letter of thanks be sent to each of the retired members. Clerk to arrange.***

56.2 The Chairman introduced and welcomed the three new Councillors and they signed their declarations of acceptance of office.

**Minute 57: Public Session**

The Chairman welcomed the members of the public present and invited them to raise their topics of interest.

Pam Potter outlined proposals to improve the access to the school and the initial impression created by the site. Faults with the swimming pool are too expensive to rectify - as the underlying ground has been damaged by the leaks - and this provides the opportunity to open up a new entrance onto the school site improving disabled access and addressing other issues.

The current proposal is based on a double gate entrance and would be subject to a successful bid for funding within the county education budget. The gate would require a ramp and this would need to be sufficiently long to allow disabled access. The ramp itself will require the use of about a metre of the existing car park - if the brewery were willing to sell.

The aim would be to get the work done in August 2003 if possible. It would be helpful in dealing with other bodies if the Parish Council were able to offer their support. It was agreed the Council would be willing to provide their support for the proposal.

Normal business was resumed at 19:51 pm.

## **Minute 58: Approve and sign the Minutes of the previous Meeting**

*It was proposed (RJ), seconded (KM) and agreed that the Minutes be signed as a true record of proceedings.*

## **Minute 59: Matters arising and matters of report**

- 59.1 RISES recycling (Minute 43):** Frank Robertson (The Crown) has agreed to the addition of a bin for plastics. Discussions are continuing on cans and textiles. Fiona Kirby and Michelle Moore have agreed to be the two "residents" on the committee and Frank is also willing to join. LF would be willing to represent the Parish Council. ***It was proposed (PC), seconded (RE) and agreed that the Council support the formation of a committee to meet the requirements of the RISES programme.***
- 59.2 Police (Minute 46.1):** Further to the email supplied last time, a formal press release was provided containing some helpful definitions of the terms now in use. PC Richard Boulter has been appointed as Community Beat Officer (CBO) for the area that includes Abbots Bromley.
- 59.3 Naming of new development (Minute 47.3):** After enquiries, Borough Councillor Fox has reported that the use of the name "Heywood Croft" for the new development in Ashbrook Lane is for marketing and sales purposes. ESBC Planning say *"The issue and approval of the final street name for the development will follow usual procedures and any names suggested to us by the Parish Council will be passed to Walton Homes together with information explaining any local significance that they may have. It may be that at this time Walton Homes, as owners of the site, wish to include 'Heywood' as a suggestion and we will be obliged to consider any preference that the company may have in this regard. However we do try to emphasize the benefits of maintaining a local connection."* Borough Councillor Fox also suggests, *"I think it would be a good idea if a letter from the PC was sent to Walton expressing their wish to have a say in naming the new street."* The Clerk was asked to write to Walton Homes expressing the desire of the Council to be involved in choosing a name, and copy the letter to the Borough Council.
- 59.4 Financial statements (Minute 48.1):** In line with the wishes expressed at the meeting, some adjustments have been made to the report layout to include gridlines.
- 59.5 Bulbs (Minute 48.5.1):** Following advice from ESBC, the Clerk has ordered 100Kg of daffodil bulbs from a wholesaler. Delivery is expected during September.
- 59.6 Horn Dance (Minute 48.5.3):** The Clerk provided updated licenses for Councillor Wilson to sell and proceeds from this amounted to £45.
- 59.7 Christmas lights (Minute 48.5.4):** There was little progress to report on the acquisition of replacement lights or safety inspection of the control box although both were being pursued.
- 59.8 Schoolhouse Lane (Minute 49.1):** A letter has been written to Sherlock Homes and their response is awaited. Clerk asked to follow up.
- 59.9 Butter Cross (Minute 49.2):** Repairs to the Butter Cross finished sooner than expected, so that full access to the area was possible a week before Horn Dance day.
- 59.10 Independent internal audit (Minute 52.4):** Following the resolution passed at the last meeting, Ray Smythe the Clerk to Heath Hayes and Wimblebury Parish Council has confirmed his willingness to provide an independent internal audit.

## **Minute 60: Planning**

### **60.1 Applications**

- (i) **209 - CU/02131/007: Storage building at Bagot Park Estate:** Change of use of building from agricultural use to B8 (long term storage) uses
- Date received: 010802
  - Date despatched: 120802
  - PC response: No objections

- (ii) **210 - PN/27479/001: Willow Brook Farm, Pinfold Lane, Bromley Hurst:**  
Erection of livestock housing
- a. Date received: 080802
  - b. Date despatched: 270802
  - c. PC response: No objections
- Note: ESBC Planning Officer has since reported "Owing to the lie of the land and the proximity of the building with the adjacent lane, I have asked for further details of external appearance and siting before a decision is made. I will re-notify you once these details have been received."*
- (iii) **211 - CU/17522/004: Land to east of Sunrise and north of B5324:**  
Change of use of agricultural land to domestic garden
- a. Date received: 160802
  - b. Date despatched: 020902
  - c. PC response: No objections
- (iv) **212 - PC/27276/003: 9 Needwood Grange:** Application to continue without complying with Condition 2 of previous permission (HO/27276/001) relating to parking and turning area
- a. Date received: 160802
  - b. Date despatched: 020902
  - c. PC response: No objections
- (v) **213 - PA/05741/010: The Bungalow, Lichfield Road:** Demolition of existing bungalow, erection of two detached dwellings with associated detached double garages and construction of a new/alteration of existing, access
- a. Date received: 040902
  - b. Date despatched: 190902
  - c. PC response: The Council opposes the application as it stands on the basis that two properties of the size proposed are not adequately accommodated by this plot. The proposed development is not in keeping with the existing character of this part of the village and overlooks neighbouring and opposite properties to an unacceptable extent.
- (vi) **214 - HO/27551/001: Horngarth, Lichfield Road:** Erection of front porch/canopy, a two storey rear extension and construction of pitched roof over existing flat roof
- a. Date received: 060902
  - b. Date despatched: 190902
  - c. PC response: No objections
- (vii) **215 - LB/06965/016: Eastmans Croft, Bagot Street:** Installation of satellite dish
- a. Date received: 110902
  - b. Date despatched: 230902
  - c. PC response: No objections
- (viii) **216 - PA/11528/021: Yeatsall Farm, Yeatsall Lane:** Increase in floor area to Unit 5
- a. Date received: 120902
  - a. Date despatched: 230902
  - b. PC response: No objections
- (ix) **217 - PT/23811/002: Land at High Ash Farm:** Installation of 15m high telecommunications mast with 0.6m communications dish and three 3m high antenna and the erection of an equipment cabin
- a. Date received: 190902
  - b. Date despatched: 260902
  - c. PC response: No objections
- (x) **218 - PT/25160/009: Ashtree House, Lichfield Road:** Erection of garden room and entrance, part single and two storey extension for use as office with studio above

and alterations to the existing access without complying with Condition 4 of planning permission CU/21560/006 relating to archaeological work

- a. Date received: 200902
- b. Date despatched: 260902
- c. PC response: No objections

## 60.2 Decisions

The following applications have been *AGREED*:

- (i) **CU/01967/046, CN/01967/047, TP/01967/048: Latham House, High Street:** Conversion of offices and barns to four dwellings, including raising of eaves, erection of two storey rear extensions, three garages and chimney and alterations to existing vehicular access. Demolition of outbuildings and crown raise and lop trees.
- (ii) **201 - PA/27356/001: Field adjacent to Sunrise, North side of B5234:** Construction of a new access to highway
- (iii) **202 - HO/12436/005: 19 Lintake Drive:** Erection of a two storey side extension
- (iv) **203 - HO/23193/002: Rose Cottage, Uttoxeter Road:** Erection single storey rear extension
- (v) **204 - PC/05230/007: Fire Station site, Goose Lane:** Erection of new dwellings without meeting condition on use of cast iron/cast aluminium external drainage and rainwater goods
- (vi) **205 - RM/25481/005: Port Lane Farm:** Erection of farmworkers dwelling, installation of a septic tank and alterations to vehicular access
- (vii) **206 - TP/05471/008: The Bungalow, Lichfield Road:** Crown raise 3 pine trees (T1-3 of Tree Preservation Order No 179)
- (viii) **207 - HO/04068/014: Oaklands Farm, Pinfold Lane, Bromley Hayes:** Erection of first floor and single storey extensions, replacement conservatory and pitched roof over existing flat roof (Amended scheme)

The following application has been *REFUSED*:

- (i) **208 - CU/19842/005: Bromley Park Farm:** Conversion of agricultural building into two dwellings and installation of septic tank

No applications have been *DEFERRED*.

## 60.3 Correspondence and other planning matters

The recently refused application (see 208 above) for Bromley Park Farm is to go to appeal.

The Clerk reported that a new building on Ash Farm had been visited by an ESBC enforcement officer to confirm that it was for agricultural use only.

The appeal against the enforcement order on Blithe Farm to remove uPVC windows and replace with traditional wood has been unsuccessful. The appellant has been given up to five years to comply with the order.

**Minute 61: Financial Matters****61.1 Financial Statements for August/September**

The financial statements for August and September were introduced by the Clerk. ***It was proposed (RJ), seconded (PC) and agreed that the statements be approved.***

**61.2 Report on payments made since the last Meeting:**

The following payments had been made with the approval of the Chairman and Vice Chairman:

<b>Voucher no/ Cheque no</b>	<b>Payee</b>	<b>Sum due</b>	<b>Details</b>
29/435	G C McCulloch	216.00	Two cuts each of village and Mill Green
30/436	Staffordshire Wildlife Trust	30.00	Annual subscription
31/437	MEB Contracting	622.75	Floodlight replacement £530 + VAT
	<b>TOTAL payments made</b>	<b>868.75</b>	

**61.3 Bills to pay**

The Clerk introduced the following for payment:

<b>Voucher no/ Cheque no</b>	<b>Payee</b>	<b>Sum due</b>	<b>Details</b>
32/438	Npower	84.59	
33/439	GC McCulloch	216.00	Two cuts each of village and Mill Green
34/439	GC McCulloch	110.00	Main street and Narrow Lane clearance
	<b>TOTAL payments</b>	<b>410.59</b>	

***It was proposed (LF), seconded (KM) and agreed that the above payments be made.***

**61.4 Section 137 payments:** There was a letter and a news sheet from CPRE indicating that they would like to receive funding from Parish Councils. These will be passed round for members to see before the next meeting.

**61.4.1 Wreath:** ***It was proposed (LFe), seconded (LF) and agreed that a wreath be obtained for Remembrance Day and a payment of £25 be made to British Legion.*** Clerk to order wreath for Chairman to lay on behalf of the Council.

**61.5 Other financial matters**

**61.5.1 Bank mandates:** With the changed membership of the Council, amendment to the existing bank mandates was desirable. ***It was proposed (PC), seconded (CC) that bank accounts be continued with Lloyds TSB and that in the operation of the accounts, Lloyds TSB be empowered to honour cheques, orders for payment and to act on any instruction given by any three of the persons so authorised.*** No proposal was made in respect of the Cater Allen account and the Clerk was asked to provide additional information on the current signatories.

**61.5.2 Audit:** The Clerk reported that the accounts had been open to public inspection between 19 August and 10 September, but no-one had availed themselves of the opportunity.

**Minute 62: Group Reports****62.1 Recreation**

Nothing to report.

**62.2 Village Property**

Although the repairs to the Butter Cross were completed in time for the Horn Dance, some remedial work on the tiles is expected to be carried out in the next two weeks.

### 62.3 Traffic, Parking, Highways

There has been no visible progress on parking although the letters have been prepared and are in the possession of PC Boulter.

We have been reminded by SCC Highways that seasonal lights over a highway do need a licence.

There are still signs in place indicating that the Uttoxeter Road traffic calming is "new". Clerk to enquire how long this is expected to stay in place.

Last year following the accident at Newton turn, Cllr Charles attended an on-site meeting. There has been no evident progress. Clerk asked to enquire of Blithfield whether there has been any progress.

Clerk to chase Highways on the additional drain opposite Ashbrook Lane.

Clerk to ask GMC to cut back foliage around all the road signs, carry out additional clearance on Narrow Lane and strim verges along Uttoxeter road from shop.

### 62.4 Competitions

Comments have been received back from the BKV judges. Lessons to be learnt include:

- There were very few poster competition entries displayed due to the timing of the competition. We may need to get this part started earlier - perhaps with the assistance of the Brownies in future years?
- The notice board under the Village Hall entrance was blank and defaced. There was no list of events taking place at the Village Hall.
- Some un-cleared litter was observed in the area of the Millennium Green and Village Hall.
- The map was difficult to use and some items marked could not be found.

### 62.5 Rural Housing

An invitation had been received from the Beth Johnson Housing Association to suggest names for the new development adjacent to the Fire Station. ***It was proposed (PC), seconded (LF) and agreed that we suggest Cottrell Close.*** Clerk to reply, and ask how tenants will be chosen.

### 62.6 Newsletter

The Chairman proposed that we should aim for the end of October. Ideas for content included: Best Kept Village, Post Office facilities, recycling, new policing arrangements, next visit of the Blood Service, new members names, Vital Villages, rural housing, Schoolhouse Lane update, notice of the bonfire.

Distribution – Michelle Moore is willing to continue, Mithra Tonking wishes to handover her 65 homes (which includes some needing to be posted) – CC offered to take over this round. Chris Talbot delivered to 84 homes. JN offered to take this on. LFe will update the master distribution list.

## 62.7 School Governor's Report

Nothing to report.

## Minute 63: Representation on Working Groups

63.1 In the light of the changed membership of the Council, make up of the working groups was reviewed. It was proposed that Councillors serve as follows:

- a) Recreation: Cllrs. McLoughlin, Cook, Needham
- b) Village Property: Cllrs. Jarman and Wilson
- c) Traffic & Parking: Cllrs. Cook, Fox and Jarman
- d) Competitions: Cllrs. Charles and Ferguson
- e) Rural housing: Cllrs. Jarman, Esling and Wilson
- f) Newsletter: Cllrs. Ferguson and McLoughlin

(Chairman and Vice Chairman are entitled to serve, ex officio, on all Groups).

63.2 For the same reason, Other Officers and representation on other groups was also considered, and the following proposed:

- a) Finance Officer: Cllr. Fox
- b) School Governor: Cllr. Ferguson
- c) United Charities: Cllrs. Charles and Chris Talbot
- d) SPCA: A representative to attend, as convenient
- e) Village Hall: Cllrs. Fox and McLoughlin
- f) Vital Villages group: Cllr. Esling
- g) Millennium Green: Cllr. McLoughlin
- h) Almshouses: The Chairman is ex officio a Trustee

63.3 ***It was proposed (CC), seconded (LF) and agreed that the above Groups, Officers and representatives be appointed.***

## Minute 64: New Race Relations (Amendment) Act 2000

64.1 The Clerk introduced some summary notes prepared from the Commission For Racial Equality document "The Duty to Promote Race Equality: A Guide for Public Authorities" and explained the purpose and intended operation of the amended act.

64.2 He suggested that Parish Councils wishing to comply with the act would need to consider taking at least two actions: (1) to adopt a policy defining their commitment to racial equality (for example by amending their Standing Orders), and (2) to carry out a review of functions and their impact on racial equality as described in the CRE codes.

64.3 It was agreed that members would take away the notes and study them. The subject to be discussed at the following meeting.

## Minute 65: Vital Villages Plan

65.1 The Chairman invited Borough Councillor Fox to provide an update. He said that the Vital Villages programme is on schedule with Paul Sweetman making progress. Paul would like to come and speak to the Council at a future meeting.

65.2 The first Steering Group meeting will be on 1 October following completion of the work by the initiation group. Mithra Tonking will be on the Steering Committee but representation will also be needed from the Parish Council. Other nominees from appropriate organisations will also be sought. ***It was proposed (LF), seconded (LFe) and agreed that RE represent the Parish Council.***

65.3 Public meetings will be held in the three communities on 14, 15, 16 October. October 15 meeting will be in Abbots Bromley Village Hall. This will be publicised in a newsletter.

**Minute 66: Correspondence, bulletins and reports**

- 66.1 Audit Training Event:** An invitation had been received to attend an evening event to provide information about the new audit regime. No members wished to attend.
- 66.2 SPCA AGM:** An invitation had been received to attend the Annual General Meeting of the Staffordshire Parish Council Association. No members wished to attend.
- 66.3 Community Council AGM:** An invitation had been received to attend the Annual General Meeting of the Community Council of Staffordshire. Regrettably it clashed with today's Council meeting.
- 66.4 Letter from Steve Hayes:** A letter had been received outlining difficulties in liaising with the ESBC staff responsible for the issue of Public Entertainment Licences. Borough Councillor Fox had offered to take this up with the relevant department and Mr Hayes had been informed of this. It was agreed that no further action would be take while a response was awaited.
- 66.5 Uttoxeter Plus Forum:** An invitation had been received to attend a project forum on Thursday 17 October. Clerk to provide existing file for RE to review/attend.
- 66.6 Transport Leader Advisory Body meetings:** These were held earlier in the month but no-one was available to attend the day-time session in Lichfield to which we were invited.
- 66.7 SPCA Advisory Notes:** These had been distributed but there were no additional matters arising over and above those already dealt with by this agenda.
- 66.8 Rural Transport Partnership Officer:** A letter advising this appointment for East Staffordshire indicated that suitable projects could be funded with up to £10,000 each.
- 66.9 Staffordshire Playing Fields Association:** An invitation to attend the AGM in Burton on Wednesday 16 October had been received. PC took the information.
- 66.10 AGE Concern:** An invitation had been received to attend the annual conference for South Staffs on Tuesday 1 October. No members wished to attend.

**Minute 67: Items for agenda of next meeting**

Visit from Paul Sweetman  
Discussion of Race Relations (Amendment) Act 2000  
Calendar of meetings for next year

**Minute 68: Date, time and place of next Meeting**

It was agreed that the next meetings should be held on Wednesday 30 October 2002 and Wednesday 4 December at 7.30 p.m. in the Memorial Room of the Village Hall. The Meeting concluded at 10.13 pm.

Chairman ..... Date: .....

Proposed: ..... Seconded: .....