

Minutes of the Parish Council Meeting
held on Wednesday, 30 July, 2003 at 7.30 p.m.
in the Village Hall, Abbots Bromley, pursuant to notice having been given.

Present: Cllrs: PJ Charles (Chairman), C Cook, DT Eatough, AE Elkington, RT Esling,
L Fox, RSV Jarman, KA McLoughlin and JA Needham.

Also present: EA Roy (Clerk)

Apologies for absence: Borough Councillor A Fox

Members of the public attending: Mike King

Minute 36: Public Session	1
Minute 37: Approve and sign the Minutes of the previous Meeting.....	1
Minute 38: Matters arising and matters of report.....	1
Minute 39: Review of Standing Orders.....	2
Minute 40: Speed Reduction in the Village.....	2
Minute 41: Lighting Between Salter Grange and Bowling Green.....	2
Minute 42: Horn Dance.....	3
Minute 43: Planning	3
Minute 44: Financial Matters.....	4
Minute 45: Group Reports.....	6
Minute 46: Correspondence, bulletins and reports.....	7
Minute 47: Items for agenda of next meeting	8
Minute 48: Date, time and place of next Meeting	8

Minute 36: Public Session

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

Mike King introduced his concern about the lack of lighting in the footway from Salter Grange to the Bowling Green and the risk of accidents during winter months. He pointed out that there were many users of the cut-through additional to those visiting the Village Hall.

The Chairman thanked the members of the public for their contributions. Normal business resumed at 7.34pm.

Minute 37: Approve and sign the Minutes of the previous Meeting

It was proposed (RE), seconded (CC) and agreed that the Minutes of the previous meeting be signed as a true record of proceedings.

Minute 38: Matters arising and matters of report

38.1 Quality Parish Status (28): The Clerk attended the SPCA Annual Training day where Quality Status was a major topic on the agenda. Once accredited a Council retains the quality status for four years irrespective of changes that may take place such as the departure of a qualified clerk. However, when re-accreditation is sought at the end of the four years, the tests will be re-applied. Cllr Elkington and the Clerk attended an SLCC regional conference in Loughborough and some brief notes on this event were introduced by the Clerk.

38.2 Tree Inspections (32.2.2): The Clerk reported that he had been in touch with Rodney Halliwell who carries out tree inspections for a number of councils around the midlands, and also for other bodies such as hospital trusts. He could inspect our trees at an approximate cost of £125 + VAT. He would normally recommend re-inspection after 5 years unless a specific cause for concern is noted in his report indicating an earlier follow up is necessary.

38.3 Community Speed Watch (32.3.6): Following the question asked at the June meeting, the Clerk has obtained details of some schemes in the UK where communities are using radar guns to record speeding motorists. It appears that the equipment needed could now cost as little as £500. Copies of notes on the schemes had been passed to the Traffic, Parking and Highways Working Group.

Minute 39: Review of Standing Orders

39.1 The Chairman, Vice Chairman and Clerk reported that they reviewed the existing Standing Orders in the light of recent changes and will be proposing changes to take into account:

- Adoption of the Code of Conduct
- Race Relations (Amendment) Act 2000
- Freedom of Information Act 2000
- Change of normal meeting place from Church House to Village Hall
- Availability of separate Financial Regulations

39.2 Additionally, Standing Orders from other Councils are being reviewed to see if there are more changes that we could usefully incorporate at the same time. A proposed set of Standing Orders will be included in the September meeting pack.

39.3 At the same time it is proposed to add the model Code of Conduct as an Appendix to the Standing Orders and also a list of "policies" adopted by the Council as a way of making visible past decisions with current and future implications for the conduct of business.

Topics suggested for inclusion in here are:

- Policy on Race Relations
- Use of working groups in preference to committees
- Project rather than revenue based financial support for local organisations
- Not acting upon anonymous communications
- 10 o'clock rule to curtail meetings

39.4 The Chairman drew attention to the previous practice of curtailing meetings and suggested that something similar be introduced.

39.5 Cllr Jarman pointed out that some other Councils' have a standing order that limits each Councillor to only one comment on a specific topic. Although this would serve to shorten meetings considerably, it was not thought appropriate for a Council of this size.

Minute 40: Speed Reduction in the Village

40.1 It was agreed that the Traffic and Parking working group should meet and formulate some proposals in time to report back to the September meeting.

Minute 41: Lighting Between Salter Grange and Bowling Green

41.1 Cllrs Fox, McLoughlin and the Clerk declared an interest in this item as Trustees of the Village Hall.

41.2 The Clerk reported that since the last meeting he had made further enquiries and established that:

- The footway between Salter Grange and the Bowling Green has not been adopted by the county and so will not be maintained by them. It appears that neither do ESBC have any responsibility for it
- Tay Homes (who were the developer) have now been taken over by Redrow Homes who may/may not accept ongoing responsibility for the footway.
- If the Parish Council wish to install lights, then it is unlikely that anyone (i.e. County or developer) would demur.
- Since the footway is not an adopted highway, the initial costs of installation and ongoing costs of maintenance and power would have to be met by the Parish Council.

41.3 A discussion of the issues included a comparison with Narrow Lane and other unlit areas. There were dangers in providing lighting of the footway and thereby assuming responsibility for the footway. It was also not clear whether there was a right of way.

41.4 ***It was proposed (RJ), seconded (DE) and agreed that the Parish Council should take no action on the basis that they cannot accept responsibility for the footway.***

Minute 42: Horn Dance

42.1 The Mayor has accepted our invitation to attend the 2003 Horn Dance and his secretary has supplied a questionnaire to elicit information about what is expected on the day. Cllr Fox offered to make the necessary arrangements.

42.2 Although no-one was willing to man a stand to sell the History Books, there were opportunities to sell them in Church House. Cllr Jarman said he would investigate availability of the room.

Minute 43: Planning

43.1 Applications

276 - CA/03564/007: Richard Clarke First School: Tarpaved community entrance and teaching area with replacement powder coated green tango rail fencing and a ramped disabled access.

Received: 07/07/03 Replied: 31/07/03 Response: No objections.

278 - OU/05471/013: The Bungalow, Lichfield Road: Outline application for the erection of two detached dwellings with attached garages, including details of siting, design, external appearance and landscaping.

Received: 21/07/03 Replied: 31/07/03 Response: The Parish Council still believes that a single property on this site is more in keeping with the appearance of the area and the conservation status. To allow a second property on this site would create an unfortunate precedent which the Parish Council opposes. The original planning consent for this site was for a single dwelling. Without prejudice to this primary objection, the Parish Council notes that the current proposal is less objectionable than earlier proposals but notes that the left hand property does interfere with the light to the upper floor of Sherholt Cottage on the south side of the plot.

279 - Ashlands Farm, Bromley Hurst: Change of use and alteration of agricultural buildings to create agricultural workers dwelling and temporary worker/student accommodation, and installation of septic tank.

Received: 28/07/03 Replied: 31/07/03 Response: No objections.

43.2 Decisions

The following applications have been AGREED:

246 - PA/18339/010: Land adjacent to Orchard House, Harley Lane: Erection of a detached bungalow (Amended plan)

257 - CU/07224/025: Heatley Hall Farm: Change of use of agricultural building for use as solid fuel storage area and loading area

258 - CU/15613/004: Field House Farm: Change of use and alteration of two vacant agricultural buildings to create two holiday accommodation units, conversion of part of existing agricultural building to provide associated stabling and installation of two septic tanks.

262 - CN/01967/051: Latham House, High Street: Removal of 2 detached outbuildings, rear centre wing and removal to ground level of western wing

263 - HO/04068/018: Oaklands Farm, Pinfold Lane, Bromley Hayes: Erection of first floor and single storey rear extensions, replacement conservatory and pitched roof over existing flat roof (revised scheme)

265 - HO/18567/004: 6A Friary Avenue: Erection of single storey side extension and first floor extension above existing double garage

266 - HO/13228/006: St Helens House, Uttoxeter Road: Construction of 1.8m high gates within existing opening in boundary wall

267 - LB/13228/007: St Helens House, Uttoxeter Road: Construction of 1.8m high gates within existing opening

271 - HO/04068/017: Oaklands Farm, Pinfold Lane: Erection of an outbuilding and detached garage block with storage above (Amended Plans)

274 - TN/06203/011: Sycamore House, High Street: Crown raise and thinning of one sycamore tree and removal of a further two sycamore trees

The following applications have been REFUSED.

268 - HO/28159/001: 1 Walnut Grange, Schoolhouse Lane: Retention of mini satellite dish on side elevation

270 - PA/28176/001: High Elms, Port Lane: Erection of stables and formation of access

273 - PA/05471/012: The Bungalow, Lichfield Road: Erection of detached dwelling with garage and formation of new vehicular access

The following applications have been DEFERRED or WITHDRAWN.

264 - HO/23104/003: Kerrera, Ashbrook Lane: Erection of two storey side and rear extensions and attached double garage to front with accommodation above

43.3 Correspondence and other planning matters

Supplementary notes to the ESBC Planning Committee meeting of 14 July 2003 referring to The Bungalow, Lichfield Road include the following:

- Two letters of objection from neighbouring residents who comment on the sub-division of the plot, not in keeping with Conservation Area, intrusion on privacy, unsuitability of a gravel driveway, exit opposite that for Town Top, loss of natural light etc.

- A request from the agent that a decision on the application be deferred pending the submission of a second application for two detached dwellings on the site. She states *"In the circumstances we consider it would be helpful if the Committee could consider both applications at the same meeting, to be able to be fully informed about the development alternatives on the site. We have approached the re-development of this village site in a constructive manner and trust that you would assist us by delaying the consideration of the first application, until the second scheme can be considered concurrently."*
- We have now been notified that the first application (273 above) has been refused for the following reasons: Inadequate provision for parking and turning, too close to protected Monterey Pine and overlooking neighbouring property.

Minute 44: Financial Matters

44.1 Financial report for July

A financial report for July was introduced by the Clerk who pointed out that it included a repayment of £2000 by the Cricket Club towards their loan. ***It was proposed (RJ), seconded (CC) and agreed that these statements be approved.***

44.2 Budget Report

A report of income and expenditure compared to budget for the first quarter was introduced by the Clerk. There were no issues arising out of this.

44.3 Report on payments made since the last Meeting:

One payment had been made with the approval of the Chairman and Vice Chairman:

<i>Vch/Chq</i>	<i>Payee</i>	<i>Amount</i>	<i>Details</i>	<i>Powers</i>
32/521	Richard Clarke First School	263.49	Grant from RISES	[RISES]
	TOTAL payments made	263.49		

44.4 Bills to pay

The Clerk introduced the following for payment:

<i>Vch/Chq</i>	<i>Payee</i>	<i>Amount</i>	<i>Details</i>	<i>Powers</i>
33/522	E A Roy	854.40	Salary/expenses – April-June	LG(FP)A 1963 s3 LGA 1972 s112(2)
34/523	G C McCulloch	226.00	Grass cutting	OSA 1906 s.10 PHA 1961 s.52
35/524	P Sweetman	633.57	Village Agent salary/expenses	[Vital Villages]
36/525	AB Village Hall	56.00	Hire of meeting room	LGA 1972 s.150
	TOTAL payments	1769.97		

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

44.5 Section 137 requests

Cllr Cook has been unable to obtain any further information about the Donna Louise Trust but will hope to report back to the next meeting. It was also noted that the Acorns Hospices serve our local area and may be a more relevant recipient of our support.

44.6 Other financial matters

- 44.6.1 The Clerk provided an update on his attempts to obtain a valuation of the War Memorial for insurance purposes. He was awaiting a reply from the Estimator at Linford-Bridgeman of Lichfield. There was a strong likelihood that if they were willing to help, there would be a charge to cover their time. Agreed that we need to obtain this valuation. ***It was proposed (DE), seconded (LF) and agreed that the Clerk in consultation***

with the Chairman and Vice Chairman be authorised to commission this work at a cost not exceeding £250.

- 44.6.2 The Clerk reported that he had received a quotation from Richard Blower for repairs to the benches at Schoolhouse Lane and Pinfold. This was £85 using oak or £50 for "Tannelised" soft wood. **It was proposed (RJ), seconded (CC) and agreed that this work be authorised based on use of oak.**
- 44.6.3 Further to the information reported under "matters arising" on tree inspections, **it was proposed (LF), seconded (AE) and agreed that the Clerk arrange for an inspection of the trees to take place.**
- 44.6.4 The Clerk reported that updating of the Lloyds TSB mandate and revision of the insurance cover (as agreed at the previous meeting) were in progress.

Minute 45: Group Reports

45.1 Recreation

- 45.1.1 The Clerk reported that David Truslove (ESBC) does expect to be in a position to provide some guidance with regard to new rules under the Disability Discrimination Act.
- 45.1.2 The Clerk reported that ESBC were planning a day of training for Councillors involved in the inspection of play grounds and their equipment. The event would take place in Burton and be significantly cheaper than attendance at a similar RoSPA course.
- 45.1.3 The Clerk reported that Mr McCulloch has been asked not to carry out any work on the strip of land leading to the Nuttery.
- 45.1.4 Graffiti on the Millennium Green play equipment includes the name of a local teenager but it seems more likely that he has been picked on rather than written this himself. Repainting may be required to obliterate.
- 45.1.5 The Chairman reported that he had attended the first meeting of the under 5's play equipment team. Their first option is to try and make use of the Millennium Green.

45.2 Village Property

Nothing to report.

45.3 Traffic, Parking, Highways

- 45.3.1 A recent leaflet from Highways included a scale for devolved maintenance payments based on village population. This indicated that Abbots Bromley had been put in the wrong band. Following an enquiry by the Clerk, the money available for this year has been increased from £580 to £1160.
- 45.3.2 A fallen sign at Mill Green has now been replaced.
- 45.3.3 The Clerk has reported the damage to the bollards at the traffic calming features in Lichfield Road.
- 45.3.4 An update on footpaths 50, 66 and 68 has been received from Paul Lawlor, Staffordshire County Council. The Ranger report on paths 66/68 is still awaited. A meeting with Mr Hill about Footpath 50 has elicited a promise not to interfere with walkers using the path and SCC will provide replacement finger post.
- 45.3.5 Mr McCulloch has been asked to clear vegetation obstructing road signs.

- 45.5.6 The issue of uncollected signs after re-surfacing work was reported again to Highways and they have suggested that we collect and dispose of the signs.
- 45.5.7 The Clerk was asked to write to Mr McCulloch requesting him to remove weeds along the main street and complete the widening of Narrow Lane where the banks at the Goose Lane end have washed down onto the lane surface.
- 45.5.8 A letter from Sue Hindley draws attention to the damage being caused to the extension to Schoolhouse Lane. Suggested that the Traffic & Parking Group take a look and discuss at their meeting.

45.4 Competitions

- 45.4.1 Cllr Esling has agreed to represent the Council at the results event for the Best Kept Village competition on Monday 4 August in Ipstones.

45.5 Rural Housing

- 45.5.1 The two houses for rent in Cottrell Close are now occupied and two of the four shared ownership houses have been reserved by applicants from Abbots Bromley. As there was insufficient interest from within the village, advertising was widened and a number of further applications are now being processed. It was noted that the prices were too high for many who would otherwise have been interested.

45.6 Newsletter

- 45.6.1 The next newsletter should go out during September and any contributions should be given to Cllr McLoughlin. British Legion were asking for help in publicising their events and we could also include a reminder about the reduced hours on the Millennium Green.

45.7 School Governor's Report

- 45.7.1 The next Governor's Meeting is in October.

45.8 Village Plan

- 45.8.1 Cllr Esling reported that the cut off for questionnaires will be the end of July. Analysis should be completed by end August so that public meetings can be scheduled for October.

45.9 RISES

- 45.9.1 Cllr Fox provided feedback from Richard Clarke First School following the receipt of their grant and also reported that she had spoken to Rachel Gibbs who was surprised that the tin bank has not yet arrived. We should also get one for cardboard and could have one for textiles. Concerns were expressed about the appearance of the receptacle for cardboard and it was agreed that we need more information on this before agreeing.

Minute 46: Correspondence, bulletins and reports

- 46.1 A letter has been received from Paul Downie (ODPM) confirming that local determination provisions of the ethical framework have come into effect.
- 46.2 The Countryside Agency has written enclosing a draft map for CROW 2000. The process was the subject of an exhibition in Uttoxeter on 25th July. A large poster has been displayed in the Butter Cross with details.
- 46.3 A letter from Uttoxeter Plus advises that the Community Chest Grant Fund is now ready to receive applications for grants of up to £1000 for "projects that will improve the local area, encourage involvement in community activities or improve community facilities". The Clerk has more details and an application form.

- 46.4 A letter from Sustainable Staffordshire invites nominations for the 2003 awards.
- 46.5 A letter from SPCA invites nominations for the officers and executive committee of the association and resolutions for debate at the AGM on 8th November.
- 46.6 There is an "Information Event for New Councillors" being run by SPCA in Whittington on Saturday 13 September between 10am and 1pm. Cost £16/person – latest date for sending off a booking is 5 September.
- 46.7 We are invited to raise relevant issues on access to general practitioners by the end of August with the Health Scrutiny Committee.
- 46.8 We have been advised by both Alun Michael (DEFRA) and Lynne Smith (ESBC) that the "Rural services standard 2003" has now been published. We have until 15 August to comment. Cllr Jarman's offer to make a response was accepted.
- 46.9 We are invited by St Giles Hospice to attend the annual thanksgiving service in Lichfield Cathedral at 7.30pm on Monday 1 September.
- 46.10 We have received two copies of the "ESBC Corporate Plan 2003-2007" setting out the ESBC priorities for the next four years.

Minute 47: Items for agenda of next meeting

Standing Orders
Speed Reduction in the Village
Grass cutting contract – 2004 onwards

Minute 48: Date, time and place of next Meeting

It was agreed that the next meeting should be held at 7.30pm on Wednesday 24 September 2003 in the Memorial Room at the Village Hall.

The Meeting concluded at 9.44 pm.

Chairman Date:

Proposed: Seconded: