

Minutes of the Parish Council Meeting
held on Wednesday, 3 December 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), Borough Councillor A Fox, Philip Somerfield (Principal Policy Officer, ESBC)

Apologies for absence: None.

Members of the public attending: None.

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Minute 73: Public Session

The Chairman welcomed Philip Somerfield and invited him to address the meeting on the Rural Strategy.

Mr Somerfield outlined the intention for a participative process to develop the rural strategy and not merely a consultation exercise. The aim is to create a plan that will make a real difference to lives in the area by describing specific actions to be taken.

An additional challenge exists in bringing together and co-ordinating the many initiatives already in progress affecting the rural area. A range of themes needs to be addressed and these are already reflected in the initial document. The strategy has to encompass diversity across the East Staffordshire rural community.

ESBC also needs to work in partnership with other agencies delivering services into the area. Initial feedback on the document highlights a number of issues including possible changes in the structure of regional and local government, transport, affordable housing, employment and access to services.

The intention is still to bring together the comments received so far and move towards a strategy during the first quarter of 2004. These opening remarks were followed by questions and answers – including contributions from Borough Councillor Fox – on subjects including:

- How this strategy relates to other strategies, policies, initiatives and plans
- Timing of next steps including discussions with government agencies and other parishes

In concluding Mr Somerfield, in referring to further work on the Local Plan, explained that one of the implications of the move towards a new planning framework would be the involvement of

parishes in reviewing many new documents as the new planning framework was created and put into place.

The Chairman thanked Mr Somerfield for his contributions.

Borough Councillor Fox briefly outlined his ideas on the future of the Millennium Green. These were to rationalise responsibility in line with the actual practice – which is that the Council operates the Green.

Minute 74: Approve and sign the Minutes of the previous Meeting

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

Minute 75: Matters arising and matters of report

75.1 War memorial valuation (44.6.1): Linford-Bridgeman have now quoted £300 + VAT to carry out a survey and provide an insurance valuation.

75.2 Civilian Operated Speed Cameras (58.3.4): No further information has been received from Inspector Mason.

75.3 Tree lopping (68.6.1): The work the Council was recommended to carry out on trees is delayed pending approval from the ESBC Tree Officer.

Minute 76: 2004/5 Budget Preparations

76.1 The Clerk introduced a list of proposed projects and the Chairman pointed out that additions could be made up to the budget meeting in January.

76.2 The Clerk was asked to write to those involved in the Ashbrook Lane spring project to state that the Council would release the funds set aside if not spent by December 2004 and to the PCC to request that any work to be funded by the Council on the churchyard extension be completed by 31 March 2004.

Minute 77: Planning

77.1 Applications

293 - LB/01193/005: Sunny Brae, Uttoxeter Road: Demolition of existing flat roofed kitchen extension and erection of a single storey rear extension
Received: 07/11/03 Replied: 20/11/03 Response: The Parish Council raises no objections to this application.

294 - PA/28176/002: High Elms, Port Lane: Erection of stables
Received: 10/11/03 Replied: 29/11/03 Response: The Parish Council notes the improvements intended to reduce the visual impact of the building, but still holds the view that a wooden construction (or cladding) would be more suited to this location. It is also suggested that some thought be given to the size of trees planted so that there is at least some screening before first occupation.

295 - HO/16200/008: Oak View Cottage, Bagot Street: Erection of a first floor rear extension and rear porch
Received: 10/11/03 Replied: 25/11/03 Response: The Parish Council raises no objections to this application.

296 - OU/12768/011: Land adjacent 39 Paget Rise: Renewal of outline permission OU 12768/010 dated 7th November 2000 for the erection of one dwelling

Received: 10/11/03 Replied: 25/11/03 Response: The Parish Council raises no objections to this application.

297 - HO/28454/002: 3 Church Lane: Erection of a single storey rear extension
Received: 13/11/03 Replied: 25/11/03 Response: The Parish Council raises no objection to this application.

298 - HO/00198/003: 10 Needwood Grange: Erection of a single storey rear extension, alterations to roof and formation of a pitched roof over flat roofed garage
Received: 14/11/03 Replied: 25/11/03 Response: The Parish Council raises no objections to this application.

299 - PA/24590/004: Land adjoining Heatley Lane: Erection of a glasshouse in lieu of the previously approved polytunnel
Received: 02/12/03 Replied: 04/12/03 Response: The Parish Council raises no objections to this application.

300 - TN/24505/003: Village Green: Reduction of one red oak tree
Received: 02/12/03 Replied: 04/12/03 Response: The Parish Council raises no objections to this application.

301 - TN/18689/004: Church Yard: Removal of lower branches and reduction of crowns of one read oak and one deodar cedar
Received: 02/12/03 Replied: 04/12/03 Response: The Parish Council raises no objections to this application.

77.2 Decisions

The following applications have been AGREED:

209 - CU/02131/007: Storage building at Bagot Park Estate: Change of use of building from agricultural use to B8 (long term storage) uses

The following applications have been REFUSED.

260 - PA/25107/007: Ash Farm, Glass Lane: Retention of caravan and installation of 2 containers for agricultural storage for a temporary 12 month period

261 - PA/25107/008: Ash Farm, Glass Lane: Erection of farm building for on-site facilities in connection with the farm and erection of portal framed sheep/cattle shed

269 - PA/25107/010: Ash Farm, Glass Lane: Erection of portal framed sheep/cattle shed and open sheep and lambing pen

No applications have been DEFERRED or WITHDRAWN.

77.3 Correspondence and other planning matters

77.3.1 The Clerk reported that notice had been received of the date for an informal hearing of the appeal on application "**279 - CU/22696/006: 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" which was refused. The hearing is set for 10:00am on 11 May 2004 in the Kurdjali Room of the Town Hall, Burton upon Trent.

77.3.2 A response by Cllr Eatough to the ESBC policy document on wind turbines had been copied to members before the meeting.

Minute 78: Financial Matters

78.1 Financial report for November

The financial report for November was introduced by the Clerk. ***It was proposed (KM), seconded (RE) and agreed that this statement be approved.***

78.2 Report on payments made since the last Meeting:

The following payments 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>
58/548	AB Royal British Legion	25.00	Wreath	LGA 1972, s.137
59/549	Paul Sweetman	380.51	Village agent salary/expenses	[Vital Villages]
TOTAL payments made		405.51		

78.3 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>
60/550	Abbots Bromley PCC	10.00	Church House room hire	LGA 1972, s.150
61/551	SPCA	32.00	New Councillors training event	LGA 1972, s.111
62/552	AB Village Hall	42.00	Room hire Sep-Dec	LGA 1972, s.150
63/553	Paul Sweetman	425.98	Village agent salary/expenses	[Vital Villages]
64/554	Audit Commission	293.75	External audit fee	ACA 1988, s.7
65/555	St Nicholas PCC	569.00	Churchyard maintenance	LGA 1972, s.214
			Clock maintenance	PCA 1957, s.2
TOTAL payments		1372.73		

The Clerk explained that the external audit fee was £250 + VAT instead of the £120 charged last year as the Council income had exceeded £25k thus incurring the higher band charge. This was due to a combination of the grants for Village Hall acoustics and the Vital Villages project. He suggested that £130 be transferred from the "Miscellaneous" budget to meet the additional cost. He also pointed out that the churchyard maintenance was £4 over budget and suggested a transfer from "Clock maintenance" which was £9 under budget.

It was proposed (RJ), seconded (AE) and agreed that the above budget transfers and payments be made.

78.4 Section 137 requests

The annual membership of the CPRE was due for renewal. ***Proposed (RE), seconded (LF) and agreed that membership be renewed for another year.***

A request had been received from Richard Clarke First School for financial help with planting the bank alongside the adjoining Crown car park. ***It was proposed (RJ), seconded (AE) and agreed that £245 be contributed.***

It was resolved that the Council, in accordance with its powers under Sections 137 and 139 of the Local Government Act 1972, should make the above payments which are, in the opinion of the Council, in the interests of the area or its inhabitants and will benefit them in a manner commensurate with the expenditure.

78.5 Other financial matters

78.5.1 The Clerk introduced the report from the external auditor for the year ending 31 March 2003. The audit had been "intermediate" involving additional documentation and had identified no non-compliances. The statutory period of display of the accounts was now complete.

- 78.5.2 Mr Sullivan had indicated his willingness to continue as independent internal auditor and ***it was proposed (CC), seconded (LF) and agreed that the Clerk write to him confirming his appointment on the same terms and conditions as last year.***
- 78.5.3 ***It was proposed (RE), seconded (LF) and agreed that we commission Linford-Bridgemen to carry out a survey and insurance valuation of the war memorial at a cost of £300 plus VAT.***

Minute 79: Group Reports

79.1 Recreation

- 79.1.1 A draft Green Space strategy had been examined by the Chairman and Vice Chairman and considered not especially relevant to Abbots Bromley, dealing as it did, primarily with the urban areas of East Staffordshire.
- 79.1.2 The Under 5s group has another meeting planned.

79.2 Village Property

- 79.2.1 Nothing to report.

79.3 Traffic, Parking, Highways

- 79.3.1 A meeting had been held to discuss several speed reduction proposals with SCC Highways and notes of the meeting had been distributed.
- 79.3.2 The Clerk reported on his subsequent telephone conversations with Peter Gee and Nick Lloyd at Staffordshire County Council. Mr Gee advises that the traffic survey has been agreed and expects that it might be carried out during January. He has spoken to several people about the Vehicle Activated Signs but the list of locations is still under review. Mr Lloyd had provided some information and offered additional help in promoting driver awareness. It was agreed that the Traffic Group would meet to formulate specific proposals to be considered by the Council in January.
- 79.3.3 SCC Highways have requested Parish Council input to the Local Transport Plan and a form is available for this purpose. This will be completed at Traffic Group meeting.
- 79.3.4 A copy of a reply from Mr D Walters to the letter from Mr & Mrs Brown to SCC Highways about lack of consultation on the kerbing in Harley Lane had been received and was noted.

79.4 Competitions

- 79.4.1 Cllr Elkington reported that his meeting with Mrs Steele was positive and that she would like to be involved in brightening up the area outside the school. Trailing plants secured on the wall is one option being considered. Proposal is to involve village organisations with relevant expertise. A meeting with the art teacher will help to promote the poster competition and the top shop has offered display space. He has also identified some other potential poster sites.
- 79.4.2 Cllr Elkington went on to say that he was hoping to also set up an arrangement with Richard Clarke School that would enhance publicity, increase community involvement and contribute to planters on the build-outs.

79.5 Rural Housing

- 79.5.1 Nothing to report.

79.6 Newsletter

- 79.6.1 Next issue could be at the end of January. Suggested that we include a notice about dog fouling in Narrow Lane. There will also be contributions from Vital Villages and Best Kept Village and an earlier date might be possible if the material is available.

79.7 School Governor's Report

- 79.7.1 Nothing to report.

79.8 Village Plan

- 79.8.1 Cllr Esling reported there had been a meeting of the Steering Group the previous evening that had identified the need to publicise information and get some action groups initiated.

79.9 RISES

- 79.9.1 Cllr Fox reported that the expected payment for the period up to the end of September was approximately £280. There is no progress to report on the screening of the bins. Cllr Fox was asked to see if it would be possible to have a larger bin for the tins.

79.10 Community First Responders

- 79.10.1 Cllr Esling reported that a letter is about to be sent to those who have expressed an interest asking them to commit to the course. It could start by the end of January. Various sources of funding are being followed up.

- 79.10.2 Blithfield had asked if they could attend the next meeting and this was seen as a positive development.

79.11 Village Hall

- 79.11.1 Cllr Eatough reported that the Village Hall is planning to address the lighting issues near to Salter Grange by laying a cable and installing a light within the boundary of the village hall grounds.

- 79.11.2 Further work is now in hand to identify further sources of funding for the multi-sport play area.

Minute 80: Correspondence, bulletins and reports

- 80.1 A letter from Mr P Somerfield (Principal Policy Officer, ESBC) advises that work to complete the Local Plan Review is in progress and outlines the proposed schedule.
- 80.2 An invitation to join a "Patient and Public Involvement Forum" seeks volunteers to invest their time in one or more forums for Primary Care and Hospital Trusts in Staffordshire.
- 80.3 An invitation to a "Creating Enterprising Communities" conference for local voluntary organisations in Burton on 2 December was passed to Cllr Esling.
- 80.4 Staffordshire County Council invited comments on their priorities and budget by 10 December and supplied 17 pages of accompanying notes together with a questionnaire. Passed initially to Cllr Esling for response and now being circulated to all members.
- 80.5 The Rail Passengers Committee have written to invite participation in a West Midlands Passengers Public Transport Users Forum.
- 80.6 An invitation from the Arts and Museums Service to attend a "Celebratory Launch Day" for their refurbished mobiles on Saturday 6 December has been turned down.

- 80.7 An invitation to bid for "Community Paths Initiative" funding in 2004/5 has been received. Cllr Charles reported that the Footpath Society has proposed having a map on the village green showing paths around the village. Agreed that this could form the basis of our bid this year. Clerk to pass on the forms to the Footpath Society.

Minute 81: Items for agenda of next meetings

14 January:

- Budget for 2004/2005
- Planning

28 January:

- Jubilee Cup
- Speed reduction in village

Minute 82: Grass Cutting Contract

(This item deferred from Financial Matters in order to be discussed in closed session at the end of the agenda. There being no members of the public still present, there was no need to formally resolve that they be excluded.)

The Clerk introduced the tenders received from two contractors. ***It was proposed (LF), seconded (KM) and agreed that the Parish Council award the contract to Mr McCulloch for three years from April 2004.***

Minute 83: Date, time and place of next Meetings

It was agreed that the next meetings should be held at 7.30pm on Wednesday 14 January to consider the budget and 28 January for all other business in the Memorial Room at the Village Hall.

The Meeting concluded at 10.04 pm.

Chairman Date:

Proposed: Seconded: