

Minutes of the Parish Council Meeting
held on Wednesday, 28 April 2004 at 7.30 p.m.
in the Village Hall, Abbots Bromley, pursuant to notice having been given.

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

Also present: EA Roy (Clerk)

Apologies for absence: Apologies for absence were received and accepted from Cllr Eatough
and Bor. Cllr. Fox

Members of the public attending: None

Minute 1: Public Session	1
Minute 2: Approve and sign the Minutes of the previous Meeting	1
Minute 3: Declarations of interest	1
Minute 4: Matters arising and matters of report	1
Minute 5: Parish Assembly	2
Minute 6: Response to consultation on local determination of standards issues.....	2
Minute 7: Planning	2
Minute 8: Financial Matters	3
Minute 9: Group Reports	4
Minute 10: Correspondence, bulletins and reports	6
Minute 11: Items for agenda of next meetings	6
Minute 12: Date, time and place of next Meeting.....	7

Minute 1: Public Session

There being no members of the public present, the public session was not held.

Minute 2: Approve and sign the Minutes of the previous Meeting

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

Minute 3: Declarations of interest

There were no declarations.

Minute 4: Matters arising and matters of report

- 4.1 Risk Management (106.5.3):** The draft continuity plan has been reviewed by Cllr Fox and some suggested amendments incorporated. A copy of the plan has now been issued to the Chairman. No additional measures were considered necessary to secure irreplaceable documents against loss or damage.
- 4.2 Parish Council Surgery (117.5.4):** The first three sessions have been booked for Saturday mornings from 9:00-10:00 on 29th May, 26th June and 31st July. The Chairman explained that the plan was to hold three further sessions starting in September and then review their usefulness for the future.
- 4.3 Uttoxeter Plus Annual Forum 21 April 2004:** Cllr Fox reported that the meeting was well supported and informative, although mainly concerned with issues relating specifically to Uttoxeter itself. The main interest to us would be the opportunity to seek funding for local projects.

4.4 Abbots Bromley Postal Addressing: Mrs Ferguson has received confirmation from the Royal Mail that the process of adding "Abbots Bromley" to parish postal addresses has been successfully completed. The Clerk was asked to write to Mrs Ferguson to express appreciation for her work.

4.5 CPRE AGM: The Chairman reported that he had attended the Annual Meeting of the Staffordshire Branch of the CPRE. This covered similar ground to the printed reports already seen.

Minute 5: Parish Assembly

5.1 The Chairman offered to liaise with Cllr Eatough to arrange the refreshments.

Minute 6: Response to consultation on local determination of standards issues

6.1 It was concluded that there were no useful comments that could be made at this point that were likely to influence the outcome of the consultation.

Minute 7: Planning

7.1 Applications

327 - HO/19273/007: Heathfield, Lichfield Road: Erection of conservatory and porch on eastern elevation

Received: 05/04/04 Replied: 20/04/04 Response: The Parish Council raises no objection to this application.

328 - PA/10277/006: Daisybank, Goose Lane: Conversion and extension to existing outbuilding to form ancillary accommodation to dwelling

Received: 13/04/04 Replied: 15/04/04 Response: The Parish Council raises no objection to this application.

329 - PA/25107/014: Ash Farm, Glass Lane: Retention of existing farm building and use of part of ground floor for on-site farm facilities

Received: 13/04/04 Replied: 29/04/04 Response: The Parish Council supports the view previously taken by the planning officers, that development in this sensitive area is undesirable.

330 - PA/20982/006: Land adjacent Goose Cottage, Goose Lane: Erection of detached dwelling, detached double garage/office, construction of vehicular access and formation of replacement parking spaces (amended plans)

Received: 16/04/04 Replied: 29/04/04 Response: The Parish Council raises no objections to this application.

7.2 Decisions

The following applications have been AGREED:

318 - LB/13228/008: St Helens, Uttoxeter Road: Internal alterations to existing garage to form sun lounge including the installation of french windows

324 - PA/17662/006: The Shop, Uttoxeter Road: Conversion of existing shop to living accommodation and erection of single storey side extension to form shop and preparation area and rear conservatory

The following applications have been REFUSED.

316 - HO/01605/008: Crofts Barn, Schoolhouse Lane: Formation of hard-standing and construction of vehicular access and 2 metre high timber gates

319 - HO/18950/010: Spring Bank Farm, Radmore Lane: Increase in height of rear roof to provide first floor extension, rear conservatory, single storey rear extension, front porch and detached double garage

No applications have been WITHDRAWN.
No applications have been DEFERRED.

7.3 Correspondence and other planning matters

- 7.3.1 After the Parish Council responded, the description on application **322 - CU/04235/010** for Marsh farm was revised to read "Change of use of two flats into single dwelling and alterations to vehicular access".
- 7.3.2 We have received notice of an appeal lodged by Mr Ashton against the refusal of permission on application **269 - PA/25107/010**. Any representations must reach the inspector no later than 11 May 2004. The appeal will be based on written statements from the parties and a site visit.
- 7.3.3 We have received notice of an appeal lodged by Mr T A Munton against Condition 2 of the permission on application **294 - PA/28176/002** relating to the removal and restoration by January 2006. Any representations must reach the inspector no later than 26 May 2004. The appeal will be based on an informal hearing at a date yet to be arranged.
- 7.3.4 We are advised by ESBC Planning that recent changes to the frontage of Yeatsall Cottages did not require planning approval.

Minute 8: Financial Matters

8.1 Financial report for 2003/4

The financial report for 2003/4 was introduced by the Clerk. ***It was proposed (CC), seconded (LF) and agreed that this statement be approved.***

8.2 Financial report for April

An abridged report of recent transactions was introduced by the Clerk to supplement the information supplied in the year-end report.

8.3 Report on payments made since the last Meeting:

No payments had been made since the last meeting with the approval of the Chairman and Vice Chairman.

8.4 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>
01/587	SPCA	314.00	Annual subscription	LGA 1972, s.143
02/588	Public Works Loan Board	1661.27	Payment on Village Hall loan	LGA 1972, Sch 13
03/589	npower	58.32	Christmas tree lighting	LGA 1972, s.144
04/590	Paul Sweetman	327.17	Village Agent salary/expenses	[Vital Villages]
05/591	Paul Sweetman	356.00	Replacement for cheque 580	** Lost cheque stopped **
06/592	E A Roy	872.09	Clerk salary/expenses	LG(FP)A 1963, s.5 LGA 1972, s.112(2)
TOTAL payments		3588.85		

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

8.5 Section 137 payments

The Clerk reported the following requests:

<i>Vch/Chq</i>	<i>From</i>	<i>Amount</i>	<i>Details</i>
07/593	Community Council	20.00	Annual subscription
	TOTAL payments	20.00	

It was proposed (KM), seconded (CC) and 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.

8.6 Other financial matters

8.6.1 A revised inventory list was introduced by the Clerk who briefly outlined the changes. After a short discussion of the table and chairs situated in Church House, it was agreed that we should consider the future of these items and the Chairman offered to make enquiries into their history. ***It was proposed (RE), seconded (KM) and agreed that the revised schedule and valuations be adopted with the annotated changes and that the Chairman sign the list to signify this.***

8.6.2 The Clerk's contract of employment provides for an increase from Spinal Column Point 16 to 17, subject to satisfactory service, with effect from 1 April 2004. ***It was proposed (LF), seconded (RE) and agreed that this change be applied.***

Minute 9: Group Reports

9.1 Recreation

The Clerk introduced a letter from Universal Play responding to a number of questions relating to the Annual Inspection Report on the Millennium Green play area, and an email from NPFA dealing with some of the issues the letter raised. He also drew attention to an article in the May 2004 issue of Local Council Review that put the risks assigned to report findings into context.

Cllr Jarman suggested that any noise reduction would be most welcome by the neighbours and the Chairman agreed that options for this should be investigated.

The Clerk reported that additional bark had been applied to the surface to increase the depth and he had been given details of a specialist fitter working in the area able to carry out remedial work on the swings if required.

Having considered the advice given by the equipment manufacturer about the risk of introducing new hazards, and the fact that there have been no reported incidents of type, it was concluded that no action was required in respect of a barrier between the multi-play and slide but that this would be monitored on a continuing basis.

Agreed that we would commission a qualified fitter to supply and install two new seats.

The loose swing hanger has been dealt with using a part supplied by the equipment manufacturer.

The multi-play ramp is in fact installed at an angle of 45 degrees as supplied by the manufacturer. Clerk asked to feed this back to David Truslove to confirm that this invalidates the remarks made by the inspector.

The multi-play climbing ladder has been modified as recommended by the manufacturer.

The multi-play head-trap can be resolved by adding additional capping from the manufacturer. The Clerk was asked to obtain a quotation for supply.

The slide falling space issue could not be easily solved without creating an additional hazard and it was agreed to monitor this over the next twelve months.

The Clerk was asked to write to Mr Coxon outlining the types of issue experienced with the Millennium Green equipment. The letter should also make it clear that a post-installation audit report with no unresolved issues would be required before adoption of the equipment by the Parish Council.

9.2 Village Property

The Clerk introduced a report on village property following an inspection by himself and Cllr Elkington.

In reviewing the issues the following points were agreed:

- To establish if there is a continuing need for the Hoar Cross bus shelter by asking Bromley Wood residents what use is made of the bus shelter. Cllr Elkington offered to do this.
- The shelter at Pinfold needs re-painting and some minor roof repairs. Agreed to ask Graham McCulloch to carry out this work and clear moss.
- Butter Cross notice board needs some work on the screws that the Chairman offered to carry out.
- The map could be restored and Cllr Jarman offered to investigate options that would be sympathetic to the original work.
- Bench seat plugs need further investigation and agreed that Clerk would ask Richard Blower to advise.
- To monitor decay on the picnic bench.
- To ask Graham McCulloch to organise re-painting of the milestone.
- To ask East Staffordshire to replace the waste bins on the Green.
- To ask East Staffordshire Tourism to update their notice and ask them (or to give us permission) to varnish.

9.3 Traffic, Parking, Highways

The Clerk introduced a letter from Mr Kirkland of Uttoxeter Road reporting vehicle damage to his property and a photograph of the damage. The Clerk was asked to write suggesting who he should contact.

Cllr Fox has received a reply from David Sly (the County Council Quiet Lanes Officer) and this will be circulated to members to consider. Cllr Elkington suggested that we might also ask the Footpath Society for input on where lanes are used as links between footpaths.

9.4 Competitions

Cllr Elkington introduced the posters by Richard Clarke pupils for judging and the results were as follows:

	<i>Winner</i>	<i>Runner up</i>
Age 5-6s	Henrietta Macer	Alexander Chpaman
Age 7-9s	Maddie Towell	Ellie Macer

Cllr Elkington also reported that he had been investigating the issues surrounding the work on the bank at the edge of the Crown Car park and these were more complicated than initially thought. Cllr Elkington was asked to suggest to Mrs Potter that if the plants could not be used at the intended place, then the Parish Council would wish to nominate other areas in the village to make use of them.

Cllr Elkington said that the brewery would not object to some form of shielding being used to conceal the recycling bins but there were potential issues with insurance and maintenance of these. Cllr Fox pointed out that RISES funding could be used for this purpose.

Cllr Elkington also summarised the intended poster locations.

9.5 Newsletter

Next letter will go out after the Parish Assembly – probably early June.

9.6 School Governor’s Report

There was no report from the school.

9.7 Village Plan

Cllr Esling reported that there had been a very well attended public meeting and that working groups on some of the proposed initiatives would be formed.

9.8 RISES

Cllr Fox reported that we were awaiting payment for the half-year to end of March.

9.9 Community First Responders

Cllr McLoughlin reported that the First Aid at Work module had now been completed and the next phase of training would soon be starting.

9.10 Village Hall

Nothing to report.

Minute 10: Correspondence, bulletins and reports

- 10.1 The Chairman reported that he had been invited to, and would attend, the installation of the new Mayor.
- 10.2 The invitation to send representatives to the NALC Annual Conference in Scarborough on 1-3 October, at a cost of £130 plus travel and accommodation, was noted.
- 10.3 The invitation to nominate items the Council wished to discuss at the ESBC Parish Councils’ Forum was noted.

Minute 11: Items for agenda of next meetings

Trent and Dove Housing
 Quiet Lanes
 Annual meeting items

Minute 12: Date, time and place of next Meeting

It was agreed that the next meeting should be held at 7.30pm on Wednesday 26 May in the Memorial Room at the Village Hall.

The Meeting concluded at 22:06 pm.

Chairman Date:

Proposed: Seconded: