

Minutes of the Parish Council Meeting  
held on Wednesday, 28 July 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, DT Eatough, AE Elkington, RT Esling, L Fox, RSV Jarman, KA McLoughlin, JA Needham

Also present: EA Roy (Clerk)

Apologies for absence: Apologies for late arrival were received and accepted from Councillor Eatough. Apologies were also received from Borough Councillor Fox.

Members of the public attending: S Coxon

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#### **Minute 40: Public Session**

The Chairman welcomed Mr Coxon and invited him to address the meeting.

Mr Coxon introduced his paper on the Under 5s Playground Project and then briefly outlined the plans. These entailed raising as much as they could by local events – but realistically they could not find the whole sum by these means and so were also seeking grants. He outlined the events already held, and those planned in the future. An application had been made to Living Spaces and this would be match-funded if successful. Other sources are also being investigated and support from the Parish Council would be seen as an important qualification of the project.

There was a short time of discussion covering the type of surfacing, life expectancy of the equipment and other potential sources of funding.

The Chairman thanked Mr Coxon for his contribution. Normal business was resumed at 19:46.

#### **Minute 41: Approve and sign the Minutes of the previous Meeting**

***It was proposed (CC), seconded (RE/LF) and agreed that the Minutes of the previous meetings be signed as a true record of proceedings subject to correction of a typographical error on paragraph 3 of minute 32.1 for the June meeting. It was noted that the Clerk had agreed to investigate the extent of insurance cover for practical work by Councillors and the Footpath Society but that this had not been minuted.***

#### **Minute 42: Declarations of interest**

There were no declarations of interest in the agenda items.

### Minute 43: Matters arising and matters of report

- 43.1 SPCA Annual Clerk Training day:** The Clerk introduced a brief report on his attendance at this event.
- 43.2 Newsletter:** The Clerk reported that copies of the last edition have been sent to the Clerks of Blithfield and Kingstone with a brief explanatory note. Their details have been added to the postal distribution for future issues.
- 43.3 Horn Dance slides:** Not yet received.
- 43.4 Parish Council surgeries:** The Chairman reported that a further three Council surgeries would be held in the autumn. So far there is little evidence that these will be heavily used.

### Minute 44: Planning

- 44.1 Applications**  
No new applications had been received.
- 44.2 Decisions**  
No applications had been AGREED, REFUSED, WITHDRAWN or DEFERRED since the last meeting.
- 44.3 Correspondence and other planning matters**
- 44.3.1 The Clerk reported that he had discussed the recent application for hedgerow removal with the planning officer. The decision letter had been sent in error, since the location concerned was in Hoar Cross. Their policy of consultation with Parishes on such applications is unchanged.
- 44.3.2 The Clerk read a letter from the planning department, addressing the issues raised by Parish Council comments on application HO/01298/005 – 1 Swan Lane.
- 44.3.3 The Clerk reported that John Acres of Redrow Homes had contacted him. Mr Acres said that he had held a site meeting with residents of Marcia Rice Court and would be submitting a revised application. He was interested in discussing the Parish Council views on the current application and offered to come and meet with the Council again if that would be helpful.

### Minute 45: Financial Matters

- 45.1 Financial report for July**  
The financial report was introduced by the Clerk. ***It was proposed (RJ), seconded (KM) and agreed that the statement be approved.***
- 45.2 Budget report for first quarter 2004/5**  
The budget report for the first three months of the financial year was introduced by the Clerk who noted that there were no issues requiring adjustments to be made.
- 45.3 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>
24/610	G McCulloch	240.00	Grass cutting	OSA 1906 s.10
25/611	SPCA	26.00	Clerks annual training day	LGA 1972 s.111
26/612	E A Roy	940.10	Clerk salary and expenses	LF(FP)A 1963 s.5 & LGA 1972 s.112(2)

Vch/Chq	Payee	Amount	Details	Powers
<b>TOTAL payments</b>		<b><u>1206.10</u></b>		

#### 45.4 Bills to pay

The Clerk introduced the following for payment:

Vch/Chq	Payee	Amount	Details	Powers
27/613	Paul Sweetman	251.00	Village agent salary/expenses	[Vital Villages]
28/614	AB First Responders	283.56	Grant from RISES fund	[RISES]
29/615	Abbots Bromley PCC	376.00	Churchyard maintenance	LGA 1972 s.214
<b>TOTAL payments</b>		<b><u>910.56</u></b>		

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

#### 45.5 Section 137 payments

The Clerk reported that no requests had been received.

#### 45.6 Other financial matters

45.6.1 **Under 5s Project Playground grant:** The various options for funding were discussed and the issues that were raised included:

- Parish Council to buy equipment and reclaim VAT
- Need for a long term "sinking fund" topped up from the precept to meet major repair and replacement costs

***It was proposed (RJ), seconded (RE) and agreed that the sum of £8,000 be set aside within the Recreation Fund until December 2005 - to be called on by the Project when scheme goes ahead.***

45.6.2 **Annual return:** The Clerk reported that the external auditor has requested that we send the annual return to arrive not later than 6 September 2004 and introduced the Annual Return, a report by the Independent Internal Auditor and other supporting information. He also reported that since the Cricket Club loan was repayable over more than 12 months, it needed to be treated as if it were expenditure and income. This resulted in the Parish Council expenditure for 2003/4 exceeding the £25,000 threshold and therefore attracting a higher audit fee of £250, rather than the £120 provided for in the initial budget.

***It was proposed (CC), seconded (LF) and agreed that a revised Financial Report for 2003/4, treating the Cricket Club loan as a long term asset, be approved, and that the Chairman sign the report.***

***It was proposed (RE), seconded (RJ) and agreed that the Annual Return "Statement of Accounts" (section 1) and "Statement of Assurance" (section 2) be approved, and that the Chairman sign the document to confirm this approval.***

***It was proposed (AE), seconded (LF) and agreed that the budget be amended to transfer £130 from "399 Miscellaneous" to "303 Audit fee" to provide for the increased audit costs.***

45.6.3 **PAYE for Clerk:** The Clerk introduced some notes on the subject, including information from the Inland Revenue web pages. Noting the advice on the Inland Revenue web pages, and the fact that the Independent Internal Auditor already confirms that tax and NI are paid correctly, it was agreed that no change was necessary.

- 45.6.4 **Trader licence costs for Horn Dance day:** After a brief discussion it was agreed that the existing rates of £20 for commercial traders and a donation from charities should remain unchanged.
- 45.6.5 **Lighting in Goose Lane:** Provision of an extension to the lighting in Goose Lane would require the Parish Council to contribute up to 50% of the capital costs. This could potentially be completed in time for some benefits to be gained this autumn and winter. The next step is to write with the detailed request and confirmation that Parish Council is willing to bear part of the cost. ***It was proposed (AE), seconded (LF) and agreed that the Clerk write to the County Council requesting the lighting and agreeing to meet part of the capital cost and, after consultation with the Chairman, authorise such work to proceed providing that the cost to the Council does not exceed £1,000.***

## **Minute 46: Group Reports**

### **46.1 Recreation**

The Clerk reported that a specialist fitter had been to install new swing seats at the Millennium Green and had advised that any sound-proofing of the slide would need excavation to obtain access. He was not willing to do this but he was going to provide a quotation for adjusting the multi-play barrier height.

The Clerk reported that the documents were now ready for the access strip to the Nuttery to be transferred from Sherlock Homes to the Parish Council. The transfer was awaiting the developer completing the grading and levelling of the path. Work on finalising the s.106 agreement was still not complete.

### **46.2 Village Property**

The Chairman reported that the Parish Council chair now in Church House was presented by Dr Salter. This needs to be borne in mind in making any future plans. Agreed to ask Church House if they are willing to retain it and, if not, the Village Hall Committee if it could be relocated to the Memorial Room.

The Royal Oak is being acquired by Punch Taverns (who already own the Goat and Coach and Horses). They may have an interest in the allotment. Clerk and Chairman will confirm allotment ownership pending any approach.

The Clerk reported that the only issue identified in the last property inspection that was still unresolved, was restoration of the information poster under the Butter Cross.

Vehicle damage to the Butter Cross on 29 June had been reported to the Police and to Staffordshire County Council. At present there were no indications on when a repair would be carried out.

### **46.3 Traffic, Parking, Highways**

Cllr Cook reported that the police view was that parking on Hoar Cross Road did not constitute a hazard. However, it had been suggested by Borough Councillor Fox that the owner could be asked to contribute to the cost of a lay-by. Cllr Fox offered to follow up.

Cllr Cook reported that there was paucity of volunteers to help with Community Speed Watch, and even those who raised the issue of speed seemed unwilling to invest any time in the scheme. He reported that he was following up further leads to try and build a team of eight people.

The Clerk reported that Highways were able to provide bus stop markings at the end of Goose Lane, but have recommended that these be painted in yellow so that they are enforceable. After discussion it was agreed that yellow markings are acceptable on this occasion.

Work to renew the rumble strips on Uttoxeter Road is being commissioned and there are also plans to kerb in Goose Lane adjacent to the new fencing by Cottrell Close. Following complaints about damage to the verge in Lichfield Road by turning vehicles (opposite Town End Farm), it is proposed to install white posts.

The Chairman reported that a further (third) site meeting will be held at the Newton turn on Friday morning to discuss progress.

The Chairman said that a number of gullies (Schoolhouse Lane and near the top shop) were blocked. Agreed that Clerk should ask Graham McCulloch to inspect and clear these as necessary, reporting on any that needed further remedial action by Highways.

Cllr Esling reminded members that after assigning funds for the extended lighting in Goose Lane, there was still £3,000 of the budget for speed reduction with no committed plans to spend. An inconclusive discussion ensued on the possibility of paying someone to carry out the Community Speed Watch duties.

#### **46.4 Competitions**

Cllr Elkington reported that he was due to attend the Best Kept Village results ceremony on Monday, and that feedback from the judges would inform the next round of improvements.

#### **46.5 Newsletter**

Nothing to report.

#### **46.6 School Governor's Report**

Cllr Eatough reported that the roll for next year was unchanged.

#### **46.7 Village Plan**

Cllr Esling reported that the post of Village Agent is coming up for renewal at the end of this month. The report is on track to be issued around the end of August.

#### **46.8 RISES**

Cllr Fox reported that a recent RISES committee meeting had agreed to devote the latest payment to AB First Responders after also considering Project Playground. There has been no progress in adding plastic bag recycling.

#### **46.9 Community First Responders**

Cllr Esling reported that funding of £10,000 is likely from Uttoxeter Plus and another £10,000 from the East Staffordshire Borough Community Fund. These funds will be released on the presentation of invoices, and are in addition to the funds already provided by the County Council Local Member Initiative Scheme.

Cllr McLoughlin reported that regular meetings on Thursday had covered about 6 of the required theory 20 units and those involved were about to be tested on the work so far.

**46.10 Village Hall**

Cllr Cook reported that he had attended his first meeting and was concerned at the amount of money owed to the Hall. The plans for the multi-pitch were on hold due to embargos on new funding from the major bodies who could offer no new grants until September 2005. There were proposed changes in liquor licensing that could restrict activities in the future.

**Minute 47: Horn Dance**

- 47.1 Agreed that with the Mayor unable to attend, we would not invite any other formal guest.
- 47.2 Agreed not to book any additional entertainment.
- 47.3 Any activities associated with Horn Dance day to be notified to the Clerk by 15 August. These will then be used to provide local publicity.
- 47.4 Simon Wilson has offered to continue handling licences and stalls for this year only and would like to be released from any future obligations to do this.
- 47.5 Agreed that a future issue of the Newsletter would invite expressions of interest from anyone interested in forming a new Horn Dance promotion group.

**Minute 48: Correspondence, bulletins and reports**

- 48.1 SPCA has informed us of a series of public meetings about the M6 proposals – mainly of interest to parishes adjacent to the motorway. Noted.
- 48.2 County Councillor Atkins has copied us on correspondence relating to issues of overcrowding on the Oldfields School bus. Noted.
- 48.3 Lynne Kelly has sent information about the Queen’s Award for Voluntary Service. Nominations for the 2005 award are to be made by 30 September 2004.
- 48.4 A copy of the county Waste Management Strategy on CD-ROM has been received together with a questionnaire to be completed and returned by 1 September. Cllr Fox offered to review this on behalf of the Council.
- 48.5 We are invited by CPRE to attend an “Aviation Campaigners’ Seminar” in London on Saturday 25 September.

**Minute 49: Items for agenda of next meeting**

Production of a new edition of the free village map

**Minute 50: Date, time and place of next Meetings**

It was agreed that the next meeting should be held at 7.30pm on Wednesday 29 September in the Memorial Room at the Village Hall.

The Meeting concluded at 22:18 pm.

Chairman ..... Date: .....  
Proposed: ..... Seconded: .....