

Minutes of the Parish Council Meeting
held on Wednesday, 27 July 2005 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, J Needham

Also present: EA Roy (Clerk)

Apologies for absence: Apologies were received and accepted from Cllrs DT Eatough, RSV Jarman, KA McLoughlin and also received from Borough Councillor Fox.

Members of the public attending: Mrs M Booth (SPCA), Mr S Hopkins (SCC)

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Minute 37: Public Session

The Chairman welcomed Mrs Booth and invited her to address the Council.

Mrs Booth offered her congratulations on to the Council on achieving Quality Status and then went on to introduce both the services provided by SPCA and the opportunities to for Councillors and Clerks to get involved.

Mr Hopkins described the benefits of having a strong county association taking an effective role in consultation with the principal authority. The County Council depends on SPCA to act as a voice for the 186 Parish, Town and City councils across the county.

The Chairman thanked Mrs Booth and Mr Hopkins for their contributions.

Normal business was resumed at 19:53.

Minute 38: Minutes of previous meeting

RESOLVED that the minutes be accepted subject to two minor corrections.

Minute 39: Declarations of interest

The Clerk and Cllr Fox declared an interest in the item relating to the village hall.

Minute 40: Matters arising and matters of report

40.1 Circulated documents: No issues.

- 40.2 Arts Project:** In the absence of Cllr Eatough, there was no update on his progress in contacting Paul Challacombe.
- 40.3 Phone box consultation:** The Clerk reported that a response has been made and additional information requested on the "multimedia kiosk". This was received in the form of a CDROM. A separate enquiry indicates an estimated cost of £4,000/kiosk.
- 40.4 Councillor expense claim form:** The Clerk reported that the requested additions had been made, and initial copies were sent out with the meeting agenda.
- 40.5 Parish Council surgery:** The Chairman reported on the surgery held at the weekend which had received enquiries about the wind farm.

Minute 41: Planning

41.1 Applications

416 - PA/19842/008: Bromley Park Farm Buildings: Retention of a temporary (36 months) mobile home for an agricultural worker
Received: 01/07/05 Replied: 19/07/05 Response: The Parish Council raises no objection to this application.

417 - PC/00897/017: Grange House, Bromley Wood: Application under Section 73 of the Town and Country Planning Act 1990 to continue to use the dwelling without complying with Condition 6 of planning permission PA/00897/006 dated 18/9/86 relating to the occupancy of the dwelling
Received: 11/07/05 Replied: 22/07/05 Response: While the Parish Council would not object to regularisation of the current occupancy, it is aware that there are several other properties in the parish for which a general relaxation of this condition could be regarded as setting a precedent. In view of this, were it possible, the Council would be willing to support a limited relaxation of the condition for the current occupants, with a re-instatement of the condition when they move out.

418 - AD/13574/024: Goats Head, Market Place: Display of a non-illuminated letter sign and three amenity boards
Received: 12/07/05 Replied: 28/07/05 Response: The Parish Council objects to the size of the proposed amenity boards and does not believe these are in proportion to the scale of the building, which itself is such a significant element in the street scene. The number and type of lighting proposed is also considered excessive in the conservation area. However the Parish Council supports the replacement of the name with gold lettering which it considers an improvement to the façade.

419 - LB/13574/025: Goats Head, Market Place: Display of a non-illuminated letter sign and three amenity boards
Received: 12/07/05 Replied: 28/07/05 Response: As above.

RESOLVED: That the Clerk communicate these responses to the local planning authority.

41.2 Decisions

The following applications have been **AGREED** subject to stated conditions

406 - HO/17028/005: Brickyard Farm, Port Lane: Erection of a part two storey, part first floor and part single storey extension to side

410 - HO/02362/010: School House, School House Lane: Erection of a single storey front extension

411 - LB/02362/011: School House, School House Lane: Erection of a single storey front extension

413 - LB/13574/022: Goats Head, Market Place: Minor internal alterations to include: removal of fixed seating and drinks shelves, relocation of food servery and infilling of adjoining doorway between the toilets and bar (Additional plans received 13/6/05)

The following applications have been **REFUSED**

412 - OU/24590/006: OS Field 5565, Heatley Lane: Outline application for erection of a detached dwelling and new vehicular access

No applications have been **REVISED** or **WITHDRAWN**.

41.3 Correspondence and other planning matters

41.3.1 The Clerk reported that he had checked earlier in the week with ESBC Planning, and they had no information about a revised application for the wind farm.

Minute 42: Financial Matters**42.1 Budget report**

The Clerk introduced a report comparing actual against budget for the first quarter.

RESOLVED: That the report be approved and that the sum of £200 be transferred from "505 Millennium Green Insurance to "402 Footpaths" to help meet the costs of the new notice board.

42.2 Financial report

The Clerk introduced the financial report for June 2005 and pointed out that one of the payments listed later in the business was for the provision of a new sign at the bottom of the village hall drive. The cost would be met by four grants of £20 – three of which had now been received. Amounts in the budgets for other income and miscellaneous expenditure would be increased accordingly.

RESOLVED: That the statement be approved and the Chairman sign the report.

42.3 Report on payments made since the last meeting

The Clerk reported that no payments had been made since the last meeting.

42.4 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>
28/693	Penny Ward	337.77	Village agent salary/expenses	[Vital Villages]
29/694	W B Sullivan	80.00	Internal audit services	ACA 1988 s.7
30/695	E A Roy	77.62	Sign for village	PHA 1875 s.164
31/696a	Abbots Bromley PCC	15.00	Church House hire for surgeries	LGA 1972 s.150
32/697	Abbots Bromley PCC	443.00	Churchyard maintenance	LGA 1972 s.214

<i>Vch/Chq</i>	<i>Payee</i>	<i>Amount</i>	<i>Details</i>	<i>Powers</i>
33/698a	Graham McCulloch	90.00	Devolved maintenance	LGA 1972 s.101
33/698b	Graham McCulloch	247.20	Grass cutting	OSA 1906 s.10
	TOTAL payments	<u>1290.59</u>		

RESOLVED: That these payments be made.

42.5 Section 137 payments

The Clerk introduced the following proposed payments under section 137:

<i>Vch/Chq</i>	<i>Payee</i>	<i>Amount</i>	<i>Details</i>
31/696b	Abbots Bromley PCC	25.00	Hire of Church House (Village Design Statement)
	TOTAL payments made	25.00	

RESOLVED: That the Council, in accordance with its powers under sections 137 and 139 of the Local Government Act 1972, should make the above payment which is, 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.

42.6 Other financial matters

42.6.1 Annual return: The Clerk reported a visit by the internal auditor on 14th July to complete his review for the period ended 31 March 2005 and introduced his report.

RESOLVED: That the Council approve the accounts and assurance statement in the Annual Return and that the Chairman sign them to confirm approval.

The Clerk left the room for the discussion of the following item.

42.6.2 Clerks terms and conditions: A new national agreement between NALC and the SLCC on terms and conditions of employment for clerks came into effect on 1st January 2005 with a target date for implementation of 1st April 2005. Papers outlining the new agreement were circulated earlier this year and Cllr Fox offered to investigate the implications for Abbots Bromley PC - initially with help from Cllr Esling and then subsequently Cllr Elkington. Cllrs Elkington and Fox introduced their recommendations:

- Hours paid to be increased from 403-510 hours/annum in line with recommendation for a parish of our population.
- Job assessed as "substantive points above" category for job profile "LC1". Salary set at SCP25 within this band in recognition of experience, qualifications and role as Responsible Financial Officer. (NB: This is now a fixed point, subject only to cost of living increases and would not change unless the nature of the work changed significantly and required re-assessment of the appropriate profile)
- Changes to be backdated to 1st April when new agreement was due to start.
- Salary to be paid monthly, instead of 3-monthly in arrears.
- That the Council register as an employer under PAYE so that any NI due on the increased salary can be paid.
- An annual review with two members be introduced with effect from November 2005.

RESOLVED: That the Council implements these recommendations.

42.6.3 Horn Dance day: The Clerk introduced a summary of the charges made in previous years, noting that the rates had not been changed since 2002, and suggested that the Council consider an increase in the current year.

RESOLVED: That the rates be amended to reflect the work done in setting up tables. Pitches will be free to charities and £20 to commercial traders. A table can be provided at an additional cost of £5 to either charity or trader. Local food stalls will be charged 5% of turnover and other food traders 10%.

The Clerk was asked to issue a press release to local papers ahead of the event.

Minute 43: Group Reports

43.1 Recreation

The Clerk reported that site visit from Universal Play to the Millennium Green play area was due the following day to resolve outstanding items from past inspections.

The Chairman reported on his meeting with the Lappset representative to discuss the use of a different surface at the Millennium Green play area. A formal quotation was now awaited.

The Clerk read a letter from the Under 5s Project outlining their plans and requesting answers to questions on site access and any buried services. The Clerk will reply once he has a response from the ESBC Legal Department on their progress with access.

There was some inconclusive discussion on the means by which the project funding would be spent.

43.2 Village Property

Cllr Needham reported damage to a seat on the corner of Swan Lane and Schoolhouse Lane. This was probably owned by Trent and Dove and was not on the Parish Council inventory. A report to Trent and Dove may result in some action.

43.3 Traffic, Parking, Highways

There was some discussion of the road works taking place in Ashbrook Lane and it was noted that it appeared to some that the result had been a narrowing of the carriageway. County Cllr Atkins had been requested to investigate.

Cllr Elkington reported that there had been an increase in the number of HGVs travelling through the village and that he had concerns about the cumulative effect these were having on village properties. Cllr Elkington will contact County Cllr Atkins to ask for advice.

43.4 Competitions

Cllr Elkington reported on progress in improvements to the conservation area.

43.5 Newsletter

There was a discussion of the issues faced in delivery, and it was agreed that those Councillors who were not willing to participate should say so. In future we should restrict delivery to just parish council news.

43.6 School Governor's Report

Nothing to report.

43.7 Village Plan

An Action Group meeting had taken place the previous evening. A number of initiatives were continuing although there were other actions awaiting new volunteers.

43.8 RISES

Cllr Fox reported that the committee had yet to meet to make a decision on distribution of the recent payment.

43.9 Village Hall

Cllr Cook reported implementation of the new licensing arrangements was in hand. A grant of £5,000 had been received towards the £12,000 drive reconstruction.

Minute 44: Correspondence, bulletins and reports

- 44.1 Paul Rochfort has written introducing himself as the new coordinator for the Community Footpaths Initiative and offering to meet up to discuss future needs.
- 44.2 Gary Sage of East Staffordshire Borough Council has written announcing that the second Rural Enterprise Support Grant scheme is now open for applications.
- 44.3 Sustainable Staffordshire are inviting nominations for awards to individuals who have made a contribution to improving the local quality of life.
- 44.4 Borough Councillor Charles Wimbush has written inviting our feedback by the end of July on speaking at planning committee.
- 44.5 The SPCA has passed on an invitation to participate in an NALC consultation on services to larger local councils.
- 44.6 CPRE has invited the Council to attend their AGM and barbeque on Sunday 18th September and also highlighted the need for further committee members.
- 44.7 Malcolm Barnes has supplied a proof of the proposed display map for the new notice board. Members were given the opportunity to view and comment on the proof.

Minute 45: Location for Future Meetings

- 45.1 The Clerk reported that following the previous meeting, he had established it would be possible to change to another night of the week, or meet in Church House, if it were considered necessary to move the meeting. He also reported that a relocation of the line dancing music to the Green Room had been tried, but without achieving any significant reduction in the noise levels. He also reminded members that the Council made use of significant storage space at the Village Hall.
- 45.2 On the subject of licensing, SPCA had advised that this would not be an issue, since Penkridge Council already coped with a similar dual-use building. As long as the Council does not meet in an area where drinks are being served, and makes a change to Standing Orders to stipulate that alcoholic drinks are not to be brought into a meeting, then continuing to meet in the Hall will be possible.
- 45.3 A discussion took place on the relative merits of different meeting venues with factors such as noise, space available, disabled access, storage facilities, parking and comfort being mentioned. A move to a different evening was not considered feasible.

RESOLVED: That the Council continue to meet in the Village Hall.

Minute 46: Items for agenda of next meeting

Review of feedback on Quality Council application.

Minute 47: Date, time and place of next Meeting

It was agreed that the next meeting should be held at 7.30pm on Wednesday 28 September 2005 in the Memorial Room at the Village Hall.

The Meeting concluded at 22:10 pm.

Chairman

Date: