

Abbots Bromley Parish Council

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WS15 3EJ

To all Parish Councillors

You are hereby summoned to attend a meeting of the Abbots Bromley Parish Council to be held on Wednesday 3rd January, 2018 at **7.00 pm** at the **Village Hall**, Abbots Bromley when the following business will be transacted.

Mrs Sarah Meads

28th December, 2017

Agenda

1. **Apologies for absence**

To receive and, if appropriate, accept apologies for absence.

2. **Acceptance of Office by New Councillor**

3. **Public session**

4. **Declarations of Interests**

5. **Planning**

Emailed

• **Applications**

To agree responses to recently received planning applications:

• **Decisions**

To receive details of planning decisions as included on the planning summary.

• **Neighbourhood Planning Group**

- Terms Of Reference
- Letter from Mr T Wheeldon

6. **Financial Matters**

• **Report on payments made since last meeting**

To approve the list of payments made since the last meeting

• **Payments to be made**

To receive and if considered appropriate, approve the list of payments to be made

• **Receipts**

• **Budget 2018/19**

Enclosed

7. **Date and time of next meeting**

Wednesday, 31st January, 2018, Village Hall

Enclosures

- ❖ Budget 2018/19 (White)

ABBOTS BROMLEY PARISH COUNCIL
 Minutes of the Parish Council Meeting
 Held on Wednesday, 29th November 2017 at 7.00 pm
 At the Village Hall, Abbots Bromley, pursuant to notice having been given

Present: Cllrs P Charles (Chair); Mrs A Appleby, J Houlihan; Mrs M Moore; Mrs R Robb; P Ryan, B Walters

In attendance: Mrs S Meads (Clerk),

Members of the Public Attending: 1

Contents:-

129. Apologies for absence	1
130. Councillor Vacancy, Co-option of New Councillor	1
131. Public session	1
132. Declarations of interests	2
133. Minutes of previous meeting	2
134. Matters of report	2
135. Planning _	2
136. Financial matters	4
137. Group reports	5
138. Correspondence, bulletins & reports	5
139. Ratification of Parish Council Documents	5
140. 2018 Meeting and Surgery Dates	5
141. HS2 _____	5
142. Agenda items for next meeting	5
143. Date, time and place of future meetings	5

129. Apologies for absence
 Cllr R Jarman

130. Councillor Vacancy, Co-option

The Clerk reported that there had been two applications for the vacancy and letters from both candidates had been circulated to councillors prior to the meeting. Candidate names were Mr David Denny and Mr Richard Love. Mr Love had said that if there was more than one candidate then he would be happy to stand again at a later date when a vacancy arose. Councillors voted and Mr David Denny was confirmed as the new councillor.

RESOLVED: *As neither applicant attended the meeting the Clerk would feedback on the outcome of the vote and invite Mr Denny to the next meeting.*

131. Public Session

Mr C Hine raised concerns over an Ash Tree which is overgrown and causing problems for properties on Hillside. The tree was also overgrown on to the footpath that joins Ashbrook Lane with Hillside and the path in general was in a poor state and overgrown. Councillors discussed this and it was agreed that this would be raised with Staffordshire County Council Highways. Mr Hine also raised concerns over the increase in heavy goods vehicles and whether it would be possible to have a weight restriction in the village. This was discussed and Mr Hine was advised to write to Cllr P Atkins at Staffordshire County Council and also of Michael Fabricant MP.

132. Declarations of Interests

None

133. Minutes of Previous Meetings

RESOLVED: *that the minutes of meetings held on 25th October be approved with one amendment.*

134. Matters of Report

i. Parish Surgery

The following issues were raised at the Parish Surgery:-

Anthea Blower thanked the Parish Council for the distribution of the leaflets for the PCC.

Mr and Mrs Elkington raised issues about the footpath from Ashbrook Lane to Hillside. The hawthorns needed cutting back and also the Ash Tree in the hedge by Hillside was now reaching over to their house.

RESOLVED: *Cllr P Charles said that he would clear the path on behalf of the Footpath Society. The Clerk would report the Ash Tree to Staffordshire County Council Highways*

Mrs M Sale raised concerns over the lack of houses for downsizing in the village. She had passed on information on houses in Hixon and these were suitable for downsizing but at present no provision in Abbots Bromley.

ii. Goats Head Car Park

Cllr Mrs Appleby said that he husband would be willing to fill the pot hole when work allows time.

iii. SCC Rights of Way Consultation

Cllr R Robb raised concerns over the SCC Rights of Way consultation and asked if the Parish Council could respond. The main concern being that most footpaths in the Parish had been put in category C which would mean that they would receive little maintenance or be less of a priority for the County Council.

RESOLVED: *Cllr Robb said that she would complete the questionnaire on line. The Clerk would write to the County Council to raise concerns over the categorisation of the village footpaths.*

iv. Village Car Park Provision

Cllr Walters said that concern over lack of village parking had been raised again by residents and that the Neighbourhood Planning Group had been looking at potential sites that could be considered to provide parking provision.

A site had been identified on School House Lane including the area when the garage is and an area of land behind it. The owners of the garage and land had been identified and the Neighbourhood Planning Group would contact the owners to find out if they would consider selling or leasing the area for use as a car park. Cllr Walters circulated a map of the area.

135. Planning

Applications

1104 - P/2017/01381: 11 Cecil Payton Close, Abbots Bromley, WS15 3EZ Provision of block paving to the front of the property

Received: 08/11/17 Reply due: 29/11/17 No Objections

1105 - P/2017/01399: Ashbrook Farm, Orange Lane, Bromley Hurst, Abbots Bromley, Staffordshire, WS15 3AX Prior approval for the conversion of agricultural building to form dwelling.

Received: 09/11/17 Reply due: 30/11/17 No Objections

1106 - P/2017/01371: Ashleigh, Uttoxeter Road, Abbots Bromley, Staffordshire, WS15 3EQ Erection of a single storey side and rear link extension, first floor rear extension and detached double garage

Received: 14/11/17 Reply due: 06/12/17 No Objections

1107 - P/2017/01447: Upper Sunnyside Farm, Pinfold Lane, Bromley Hurst, Abbots Bromley, WS15 3AD Erection of a cattle shed No Objections

Decisions

Agreed

1091 - P/2017/00940: Davant House, Church Lane, Abbots Bromley, Staffordshire, WS15 DD Demolition of existing workshop and erection of a building to form ancillary living accommodation.

1097 - P/2017/00621: Goats Head Market Place Abbots Bromley WS15 3BP Listed Building application for the repair of the external timber framework to the south gable

1096 - P/2017/01030: Yeatsall Cottage, Uttoxeter Road, Abbots Bromley, Staffordshire, WS15 3BR Retention of a panel fence and associated landscaping scheme

1100 - P/2017/00939: Land to the rear of, Bromley House Uttoxeter Road, Abbots Bromley, Staffordshire, WS15 3EG Erection of a dwelling and detached garage

1101 - P/2017/01170: Peelers House , Uttoxeter Road, Abbots Bromley, Staffordshire, WS15 3EQ Erection of single storey linked granny annex and guest suite and terracing of rear garden

ii. Neighbourhood Plan Governance

Cllrs Mrs Moore and Mrs Appleby raised concerns over being kept informed of actions and decisions by the Neighbourhood Planning Group. In particular they felt that the consultation on Horn Dance day could have been communicated prior to the day so that councillors were aware of what was happening. This issue was discussed at length and Cllr Walters and Ryan said that the Terms of Reference may need to be amended if councillors are not happy with how the group is operating. Cllr Houlihan said that he did not feel that it was necessary to change the Terms of Reference. Cllr Mrs Moore said that she would be happy if the agenda for the Neighbourhood Planning Meetings was circulated beforehand so that councillors could decide if they wished to attend one of the meetings and also if Minutes of Meetings could also be circulated this would be quite sufficient to keep everyone informed.

iii. Neighbourhood Plan Update

Cllr Walters reported that the next meeting would take place on 8th December. A meeting with Abbots Bromley School had also been arranged for 14th December.

136. Financial Matters

A Record of payments made after discussion with Chairman or Vice Chairman

B Record of payments for which authorisation will be sought at meeting

Vch/Chq	Payee	Amount	Details
163/1723	Mrs Sarah Meads	403.06	Salary and taxable expenses
164/1724	Mrs Sarah Meads	88.12	Non Taxable expenses
165/1725	SCC Pensions	137.91	November Employee and Employer contribution
166/1726	G C McCulloch	1104.00	Mowing and Highways Maintenance
167/1727	Riverside Printers	112.00	Bulletin
168/1728	Reprotec	30.29	Photocopy costs
169/1729	British Legion Poppy Appeal	50.00	Poppy Wreath
170/1730	HMRC	303.26	PAYE

C Record of payments received

Date	From	Amount	Details
25/10/17	Community Council	200.00	BKV Prize

RESOLVED : that the above payments be made. Proposed Cllr Jarman, seconded Cllr Mrs Moore.

ii. Finance Report to 31st October 2017

The Clerk presented the financial report up to the end of October 2017

iii. Other Financial Matters:-

- **Finance Officer**

RESOLVED : that Cllr P Ryan would take on the role of Finance Officer and Cllr Houlihan would join the Finance Group to fill the vacancy by Cllr Mrs Wakefield.

- **Grounds Maintenance Tenders**

The Clerk reported that she had advertised the opportunity to tender for the village Grounds Maintenance but had little response so had also emailed out several companies and sent them the tender documents. Only two tenders had been submitted, these being from Mr G McCulloch and Country Grounds Services. Both tenders were considered, however, Mr McCulloch's tender was considerably lower and therefore he was awarded the contract for the next three years. Proposed Cllr Ryan, second Cllr Houlihan.

- **Budget Planning**

The following items to be included in the budget planning; picnic bench for the Nuttery, repair/replace cabinet noticeboard on The Green, repair and refurbish all noticeboards,

replace bus top opposite Top Shop, Village Car Park provision, maze at The Nuttery. The budget planning meeting was scheduled for 19th December, 7.00pm at Marsh Farm.

137. Group Reports

i. Recreation

Damage to the football shelter was discussed. Cllr P Ryan said that he would get in touch with ESBC at Shobnall to find out who they used to repair their dug outs. It was also reported that paint was already coming off the climbing frame at the Nuttery. Cllr Houlihan said that he was also looking at designs for the maze at The Nuttery and outline costs would need to be allowed for in the budget planning.

ii. Village Property

The Clerk reported that the bench outside Richard Clarke School had been damaged. She agreed to contact the school for more information.

iii. Traffic, Parking & Highways

The Clerk reported that new street name signs have been ordered for Mires Brook Lane and also Radmore Lane.

iv. Competitions

Nothing to report

v. Newsletter

Nothing to report

vi. Village Hall

Cllr Ryan said that they are not sure if the Youth Club will be continuing. The grant for this year will not be required.

vii. ABSA

Nothing to report.

138. Correspondence, bulletins and reports

- Invite to SPCA Annual General meeting
- Email received from Mr Kirkland regarding placement of cameras at the entrance to the village. This was circulated to councillors prior to the meeting and all had fed back that they did not wish to go down this route.

139. Ratification of the following Parish Council Documents:-

- Standing Orders
- Risk Assessment
- Financial Regulations

No amendments were made to the documents. Proposed Cllr P Ryan, seconded Cllr J Houlihan.

140. 2018 Meeting and Surgery Dates

Dates for 2018 meetings and surgery were circulated and approved.

141. HS2

RESOLVED: to keep on the agenda

142. Agenda Items for the next meeting

RESOLVED: that the following items be added to the agenda for 31st January Meeting:-
HS2, Parish Surgery, Bulletin, Car Park, BKV, Jubilee Cup

143. Date, time and place of future meetings

January Budget Planning Parish Council Meeting, 3rd January 2018, – Village Hall

There being no other business the Chair declared the meeting closed at 9.15pm

Signed _____ Date 3rd January 2018