To all Parish Councillors

You are hereby summoned to attend a meeting of the Abbots Bromley Parish Council to be held on Wednesday 25th September 2019 at 7.00 pm in the Memorial Room at the Village Hall, Abbots Bromley when the following business will be transacted.

Mrs Sarah Meads 16th September 2019

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

2. Public session

3. Co-Option of New Councillors

4. Declarations of Interests
   • Declarations relating to this meeting

5. Minutes of Previous Meetings
   • Meeting held on 31st July 2019 Enclosed

6. Neighbourhood Plan Update
   • Letter from Mr Brown
   • Information booklet to owners of Listed buildings/ buildings in a Conservation Area

7. Matters of report
   • Outdoor fitness equipment
   • AB School
   • War Memorial
   • Wild Flower planting
   • Best Kept Village Presentation
   • Poppy Wreath
   • Community Speed Watch

8. Planning
   • Applications
     To agree responses to recently received planning applications:
   • Decisions
     To receive details of planning decisions as included on the enclosed planning summary

9. 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
- Monthly Finance Report
- Insurance Renewal
- External Audit Report

10. Group reports
   Unless otherwise stated, to receive a report from the relevant Working Group or Officer.
   - Recreation
   - Village Property
   - Traffic, Parking, Highways (verges in lanes, parking on School House Lane, Church Lane, Quiet lanes)
   - Competitions
   - Newsletter
   - Village Hall
   - ABSA

11. Parish Council Objectives

12. Horn Dance 2019/2020

13. Correspondence, bulletins and reports
   - SPCA Bulletin
   - Letter from Mr Brown
   - Email from B Walters
   - Letter from B Payne
   - Email from Staffordshire YFC
   - Letter from Woodard

14. Agenda items for next meeting

15. Date, time and place of future meetings
   October Parish Council Meeting  7.00pm  Wed, 30th October 2019  Village Hall
Present: Cllrs Dr C Whorwood (Chair); Mr K Baker, Mrs K Haywood, N Taylor-Brown

In attendance: Mrs S Meads (Clerk), PCSO Hayles, Ms N Perry (ESBC)

Members of the Public Attending: 2

Contents:-

88. Apologies for absence
89. Public session
90. Declarations of interests
91. Minutes of previous meeting
92. Neighbourhood Plan Update
93. Matters of report
94. Planning
95. Financial matters
96. Group reports
97. Parish Council Objectives
98. Horn Dance
99. Correspondence, bulletins & reports
100. Agenda items for next meeting
101. Date, time and place of future meetings

88. Apologies for absence
Cllr Mr M Hobbs

89. Public Session
PCSO Mandy Hales presented to the meeting and provided a fact sheet detailing crime figures in the area from July 2018 to July 2019. Overall there was a decrease of 41% compared with last year (85 recorded crimes down to 50). Biggest reductions as follows:- business burglary down from 16 to 3, residential burglary down from 8 to 5 and theft of motor vehicles down from 5 to 2. Biggest increase in violence against a person, previous year 12 and this year 18.

She warned that residents needed to be aware of scams.

Also, residents should report incidents as they happen rather than leaving until later or just posting on social media.

Smart Water was discussed as this had been used on the Church, however, a burglary had recently taken place at the Church. It was not clear if Smart Water had a limited life.

A fact sheet was left behind by PCSO Hales and she said she would check to see if it was ok to publish this on the website.

90. Declarations of Interests
Cllr K Baker declared an interest in Planning Application for Oak Cottage
91. Minutes of Previous Meetings

RESOLVED: that the minutes of meeting held on 26th June be approved with one amendment.

92. Neighbourhood Development Plan Update

Ms Naomi Perry from East Staffs Borough Council (ESBC) and gave an introduction in to Neighbourhood Planning. Hand outs were given to councillors covering Neighbourhood Plan Protocol.

Cllr Dr Whorwood asked if when the plan is put together is there a process where it can be submitted for review. Ms Perry confirmed that ESBC can offer a ‘health check’ on the plan.

Cllr Dr Whorwood asked what is the average timescale after submission.

Ms Perry outlined an example timescale as follows:-
- Draft plan, consult for 6 weeks
- Make amendments and submit to ESBC
- ESBC to then consult on it for 6 weeks
- Independent examiner can take 2 weeks plus
- Final report then available to take to referendum

Ms Perry confirmed that ESBC use accredited examiners and usually provide up to three options.

Cllr Baker said that the group have had a series of community meetings and findings are now with a consultant and the group has also obtained the services of an external consultant for the housing needs survey. Cllr Bakers said that the relationship with Ms Perry and ESBC had been excellent.

Cllr Baker asked if it is necessary to have planning permission to construct a wall in front of a property in a conservation area. Ms Perry to come back to the council on this.

Mr T Wheeldon provided an update. He said that a table top exercise had been conducted in order to provide a narrative with regard to listing properties which the NDPG will run past ESBC. Ms Perry confirmed that a new Conservation Officer would be starting soon and working on Tuesday at ESBC.

Cllr Dr Whorwood said that the Neighbourhood Plan is constantly being talked about in the community and there has been a lot of hard work going on in the background.

93. Matters of Report

i. Outdoor Fitness Equipment
The Clerk provided an update. Installation would take place in September, possibly second week. Location for equipment had been discussed with the Village Hall Committee and sites suggested.

ii. Footpath off School House Lane
The Clerk reported that this had now been completed

iii. Co-option of New Members
The Clerk reported that there had been no further interest from residents.

iv. Abbots Bromley School
- Councillors discussed the email that had been received from Mr B Walters (circulated prior to the meeting). It was agreed that as the PC now has limitations due to no longer having General Powers and therefore there are financial constraints on how the Parish Council can be involved. The PC had also already written to Woodard regarding The Nuttery playground and would clarify this with Mr Walters.
- **RESOLVED:** The Clerk to respond to Mr Walters.
- The Clerk updated on the Community Asset bid and said that she was still in the process of providing additional information as requested by ESBC. Mr Wheeldon mentioned The Lowers and community usage for the football club. It is likely that there will be no club if a ground cannot be found for the coming season. An approach has been made to the school to continue usage of the pitch, however, there will be no changing facilities and also barriers are going to be installed so no parking on site.

v. **War Memorial**
The Clerk reported that a meeting had been arranged with the lighting contractor w/c 12th August in order to progress planned work.
The Council expressed thanks to Mr Wheeldon for the D Day commemoration in June. Mr Wheeldon said that Mr Slater was the main organiser of the event.
Cllr Taylor Brown referred to the email from Mr Wheeldon regarding the parade on 1st September. He mentioned that with the event in June and also having a bank holiday on 8th May 2020 and the possibility of there being a parade he asked if there was chance there could be too much happening.

94. **Planning**

Cllr Dr Whorwood asked if councillors could provide initial feedback on applications prior to meetings so that views could be shared and then responses agreed at the meetings.

Cllr N Taylor-Brown asked what sort of influence the Parish Council has on applications. Ms Perry said that all responses should be planning based and the council can always refer to the Local Plan and Neighbourhood Plan when it has been made.

**Applications**

1213 - P/2019/00723: Mickledale Cottage, Port Lane, Abbots Bromley, WS15 3DX
Erection of detached building for storage of equipment
Received: 26/06/19      Reply due: 17/07/19  The Parish Council has concerns that the proposed building is too large for the proposed use.

1214 - P/2019/00651: Orchard Farm, Ashbrook Lane, Bromley Wood, Abbots Bromley, WS15 3AL
Alterations and conversion of existing detached garage block to form a dwelling
Received: 26/06/19      Reply due: 17/07/19  The Parish Council objects to this application as there is no justification provided for another development in the countryside.

1215 - P/2019/00715: Radmore View House, Radmore Lane, Abbots Bromley, Staffordshire, WS15 3AT
Erection of a single storey front and rear extensions
Received: 28/06/19      Reply due: 19/07/19  No Objections

1216 - P/2019/00738: The Willows, Hobb Lane, Marchington Woodlands, Staffordshire, ST14 8RG
Erection of an agricultural building for the storage of machinery and implements, hay and straw and for the housing of livestock
Received: 05/07/19      Reply due: 26/07/19  No Objections

1217 - P/2019/00709: 2 Ivy Close, Abbots Bromley, Rugeley, WS15 3FB
Overall crown reduction of up to 5% and crown lifting of up to 4.5m from ground level of 1 Ash tree (T1 TPO 353).
Received: 05/07/19      Reply due: 26/07/19  The Parish Council objects to this application as there seems little justification for the proposed work.
1218 - P/2019/00786: Oak Cottage, School House Lane, Abbots Bromley, Staffordshire, WS15 3BT
Demolition of existing garage to facilitate the erection of a first floor and single storey rear extensions.
Received: 09/07/19      Reply due: 30/07/19  The Parish Council objects to this application as the extension seems large in comparison to the size of the cottage. There are also concerns over reduced parking space at the property and congestion caused on School House Lane during renovations.

1219 - P/2019/00337: Unit 2, Grange Farm, Ashbrook Lane, Bromley Wood, Abbots Bromley, WS15 3AL
Demolition of part of the existing agricultural building to facilitate the conversion of existing barn to form dwelling including rear extension to form porch and garage and installation of septic tank.
Received: 09/07/19      Reply due: 30/07/19  No Objections

1220 - P/2019/00788: Moors Farm, Radmore Lane, Abbots Bromley, Staffordshire, WS15 3AN
Erection of part single and two storey rear extension, single storey link side extension, dormer window on second floor side elevation, detached garage, conversion of an outbuilding to form a swimming pool, formation of new vehicular access, boundary wall and gates.
Received: 23/07/19      Reply due: 13/08/19  The Parish Council would request that any hedges removed be replaced with tree planting.

1221 - P/2019/00752: Field House Farm, Parkgate Lane, Bromley Wood, Abbots Bromley, WS15 3AH
Conversion and alternations to barn to form two dwellings and installation of package treatment plant
Received: 23/07/19      Reply due: 13/08/19  The Parish Council requested clarification over the meaning of “package treatment plant”.

1222 - P/2019/00855: Plum House, High Street, Abbots Bromley, Staffs, WS15 3BL
Crown Reduction by 30% and cutting back of overhanging branches of 4 Holly trees
Received: 18/07/19      Reply due: 08/08/19  The Parish Council felt that it was not necessary to cut back by 30% and this would have an impact on the street scene.

1223 - P/2019/00794: Moors Farm, Radmore Lane, Abbots Bromley, WS15 3AN
Change of use of part of land to domestic curtilage and construction of tennis court with 3m high fencing
Received: 25/07/19      Reply due: 15/08/19  The Parish Council had concerns regarding this application as no ecological survey had been provided. Concerns raised over light pollution and impact on bats and owls.

Decisions
Agreed
1167 - P/2018/01390: Sycamore House, Radmore Lane, Abbots Bromley, WS15 3AT
Felling of 3 leylandii trees

1203 - P/2019/00515: Froggys Farm, Ashbrook Lane, Abbots Bromley, WS15 3FA
Erection of an agricultural building for the storage of fodder and machinery

1204 - P/2019/00480: Green Bank, Uttoxeter Road, Abbots Bromley, WS15 3EQ
Application under Section 73 of the Town and Country Planning Act 1990 for a Minor Material Amendment to planning permission P/2016/0048 for the erection of two storey side and rear extension, two storey and single storey front extension including balconies, erection of a linked triple garage with associated terracing and regrading for amendment to approved plans by way of lowering of garage floor level
1205 - P/2019/00207: Land off School House Lane, Abbots Bromley, Staffordshire
Erection of a livestock building

1206 - P/2019/00557: High Elms Farm, Port Lane, Abbots Bromley, WS153DT
Erection of two storey rear extension

1207 - P/2019/00682: 14 Hillside, Abbots Bromley, Staffordshire, WS15 3DP
Erection of a single storey front and side extension (Non-Material Amendment - window alterations)

95. Finance 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

<table>
<thead>
<tr>
<th>Vch/Chq</th>
<th>Payee</th>
<th>Amount</th>
<th>Details</th>
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<tr>
<td>28/1858</td>
<td>Sarah Meads</td>
<td>576.69</td>
<td>Salary for July, Pension contribution for July</td>
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<tr>
<td></td>
<td></td>
<td></td>
<td>plus correction for June</td>
</tr>
<tr>
<td>29/1859</td>
<td>SCC Pension</td>
<td>260.03</td>
<td>Expenses</td>
</tr>
<tr>
<td>30/1860</td>
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<td>Re-issue to cover cancelled cheque</td>
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<td>31/1861</td>
<td>Reprotec</td>
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<td>32/1862</td>
<td>Riverside Printers</td>
<td>118.00</td>
<td>Printing of Bulletin</td>
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<td>33/1863</td>
<td>East Staffs BC</td>
<td>106.02</td>
<td>Cost of Election</td>
</tr>
<tr>
<td>34/1864</td>
<td>Wicksteed Leisure Ltd</td>
<td>108.00</td>
<td>Playground inspection</td>
</tr>
<tr>
<td>35/1865</td>
<td>ABPCC</td>
<td>170.00</td>
<td>NDPG Meetings Church House</td>
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<tr>
<td>36/1866</td>
<td>S Gregson</td>
<td>1980.00</td>
<td>Footpath by School House Lane</td>
</tr>
<tr>
<td></td>
<td>Groundwork &amp; Landscaping</td>
<td></td>
<td></td>
</tr>
<tr>
<td>37/1867</td>
<td>Mr S Perkin</td>
<td>25.00</td>
<td>Flowers at War Memorial</td>
</tr>
<tr>
<td>38/1868</td>
<td>G McCulloch</td>
<td>690.00</td>
<td>Ground Maint &amp; Highways work</td>
</tr>
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</table>

£ 4102.71

C Record of payments received

<table>
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<tr>
<th>Date</th>
<th>Amount</th>
<th>Details</th>
</tr>
</thead>
<tbody>
<tr>
<td>28/06/19</td>
<td>9000.00</td>
<td>Grant for NDPG</td>
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</table>

RESOLVED: Councillors approved these payments

ii. Monthly Finance Report
The Clerk presented the monthly finance report.

96. Group Reports

i. Recreation
External inspection safety report received. Main concerns were repairs to Wetpour and also
loose nut in the swing at The Nuttery.

RESOLVED that the Clerk arrange repairs as detailed above

ii. Village Property
Nothing to report

iii Traffic, Parking & Highways
It was reported that the Community Speed Watch had not been successful with the application for the grant for the SIDS machine.
Concerns raised over parking in certain areas in the village, in particular cottage opposite Old Dolphin Lane which make access to the lane difficult for larger vehicles, in particular emergency vehicles and also parking by the surgery.
Cllr K Baker raised concerns over damage to verges caused by tractors on Radmore Lane and Radmorewood Lane.
RESOLVED: that the Clerk writes to the farmers and Staffordshire County Council about the damage being caused.

iv Competitions
It was suggested that in the future it may be necessary to ask the village grounds man to undertake more tasks and also ask residents to take care of their own house frontages.

v. Newsletter
Nothing to report

vi. Village Hall
Nothing to report

vii. ABSA
Nothing to report

97. Parish Council Objectives
Put on next month’s agenda

98. Horn Dance
The Clerk reported that most stalls had been taken but still some left. Stalls would be put up on the Sunday evening.

99. Correspondence, bulletins and reports
- SPCA Bulletins circulated

100. Agenda Items for the next meeting
PC Objectives, Horn Dance, AB School,

101. Date, time and place of future meetings
Wednesday, 30th October 2019, 7.00pm, Abbots Bromley Village Hall.

Signed __________________________ Date 25th September 2019
1224 - P/2019/00881: 2 Old Dolphin Lane, Abbots Bromley, Staffordshire, WS15 3BQ
Erection of a single storey side extension.
Received: 07/08/19      Replied: 02/09/19   No Objections

1225 - P/2019/00848: Hurst Farm, Pinfold Lane, Bromley Hurst, Abbots Bromley, WS15 3AF
Conversion and extension to two existing barns to form a boarding kennel and a cattery (Sui Generis) and installation of septic tank
Received: 07/08/19      Replied: 30/08/19   No Objections

1226 - P/2019/00849: Radmorewood Farm, Radmorewood Lane, Abbots Bromley, WS15 3AS
Conversion of existing barns to a 2 bedroom dwelling with attached garage and stores, installation of septic tank and erection of 1.2 metre high gates
Received: 12/08/19      Replied: 02/09/19
The Parish Council would ask that strict conditions be applied if the barn is retained (ie no alteration to the structure, and a condition that it cannot be converted in the future to residential accommodation).

1227 - P/2019/00945: Mickledale Cottage, Port Lane, Abbots Bromley, WS15 3DX
Removal of 47.7m of hedgerow
Received: 12/08/19      Replied: 02/09/19   No Objections

1228 - P/2019/00902: Meadow View House, Lichfield Road, Abbots Bromley, WS15 3DN
Outline application for the erection of one dwelling including details of access and layout
Received: 16/08/19      Replied: 10/09/19
The Parish Council objects to this application. The village has more than met its ESBC requirement for new homes as identified in the local plan. A recent housing needs assessment has also identified that this type of market-led unit is not meeting any local need. The Parish Council also believes that this is over development of the plot. In this area of the village many of the homes benefit from large gardens and further development of this site would be out of character with the area.

1229 - P/2019/00881: 2 Old Dolphin Lane, Abbots Bromley, Staffordshire, WS15 3BQ
Erection of a single storey side extension.
Received: 13/09/19      Reply due: 27/09/19

Decisions

Agreed
1167 - P/2018/01390: Sycamore House, Radmore Lane, Abbots Bromley, WS15 3AT
Felling of 3 leylandii trees

1209 - P/2019/00022: Poplar Farm, Poplar Farm Road, Bromley Hurst, Abbots Bromley, WS15 3AY
Change of use of land from agricultural to form part of domestic curtilage and erection of a detached garage
1210 - P/2019/00684: The Counting House, Radmore Lane, Abbots Bromley, Staffordshire, WS15 3AT
Erection of a two storey front and side extension, erection of a single storey side extension and dormer extension on the west elevation.

1211 - P/2019/00631: Leacross, Bagot Street, Abbots Bromley, Staffordshire, WS15 3DA
Erection of a single storey rear extension, installation of four conservation area rooflights on rear and replacement window on front elevation.

1212 - P/2019/00635: Leacross, Bagot Street, Abbots Bromley, WS15 3DA
Listed Building application for the demolition of existing rear single storey extension and erection of a replacement single storey rear extension, installation of four conservation area rooflights on the rear elevation, replacement window and re-pointing of brickwork on the front elevation, and internal works to include removal of stud walls and installation of bathroom.

1215 - P/2019/00715: Radmore View House, Radmore Lane, Abbots Bromley, Staffordshire, WS15 3AT
Erection of a single storey front and rear extensions.

1216 - P/2019/00738: The Willows, Hobb Lane, Marchington Woodlands, Staffordshire, ST14 8RG
Erection of an agricultural building for the storage of machinery and implements, hay and straw and for the housing of livestock.

1217 - P/2019/00709: 2 Ivy Close, Abbots Bromley, Rugeley, WS15 3FB
Overall crown reduction of up to 5% and crown lifting of up to 4.5m from ground level of 1 Ash tree (T1 TPO 353).

1219 - P/2019/00337: Unit 2, Grange Farm, Ashbrook Lane, Bromley Wood, Abbots Bromley, WS15 3AL
Demolition of part of the existing agricultural building to facilitate the conversion of existing barn to form dwelling including rear extension to form porch and garage and installation of septic tank.

1222 - P/2019/00855: Plum House, High Street, Abbots Bromley, Staffs, WS15 3BL
Crown Reduction by 30% and cutting back of overhanging branches of 4 Holly trees.

1227 - P/2019/00945: Mickledale Cottage, Port Lane, Abbots Bromley, WS15 3DX
Removal of 47.7m of hedgerow
Refused.

1214 - P/2019/00651: Orchard Farm, Ashbrook Lane, Bromley Wood, Abbots Bromley, WS15 3AL
Alterations and conversion of existing detached garage block to form a dwelling.