

Minutes of the Parish Council Meeting
held on Wednesday, 30 October, 2002 at 7.30 p.m.
in the Village Hall, Abbots Bromley, pursuant to notice having been given.

Present: Cllrs: PJ Charles, C Cook, RT Esling, LG Ferguson (Chairman - L Fe below), L Fox, RSV Jarman, KA McLoughlin, JA Needham and S Wilson.

Also present: EA Roy (Clerk)

Apologies for absence: Borough Councillor AJH Fox

Members of the public attending: Elaine Summers, Paul Sweetman

Minute 69: Village Plan	1
Minute 70: Public Session	1
Minute 71: Approve and sign the Minutes of the previous Meeting.....	2
Minute 72: Matters arising and matters of report.....	2
Minute 73: Planning	3
Minute 74: Financial Matters.....	4
Minute 75: Group Reports	5
Minute 76: New Race Relations (Amendment) Act 2000	6
Minute 77: Meetings for 2003	6
Minute 78: Correspondence, bulletins and reports.....	7
Minute 79: Items for agenda of next meeting	7
Minute 80: Date, time and place of next Meeting	7

Minute 69: Village Plan

- 69.1 The Chairman introduced and welcomed Mr Paul Sweetman, the Village Agent for the Vital Villages project, and invited him to address the Council.
- 69.2 Mr Sweetman provided some handouts and briefly summarised both the progress to date and the next steps involved in creating the village plan. He explained that feedback from the public meetings would be the foundation for this further work. A common theme from the public meetings in the three villages was how we could draw in the younger and older members of the community. The County Council have recently started a project using focus groups to collect information on similar issues.
- 69.3 He plans to follow up on those who showed interest in helping, by sending them notes from the meetings. To aid communication and expand awareness, articles have been prepared to go out in the Bulletin and Parish News. The web site will also be used to help keep people up to date. A key next step is building links with businesses and organisations that will bring in others who will have a contribution to make.
- 69.4 Although some see a potential for conflict between the Uttoxeter Plus project and the plan, they are actually addressing issues from an entirely different perspective. The work can be complementary if the right links can be built and maintained.
- 69.5 In closing, Mr Sweetman asked that members of the Council feel free to provide input and guidance as they consider necessary and make use of the involvement of Cllr Esling on the steering group to keep themselves aware of progress.

Minute 70: Public Session

The Chairman welcomed Mrs Summers and invited her to raise her topic of interest.

Mrs Summers stated that she was present to express her dismay at the destruction of the spring in Ashbrook Lane and to enquire if the Parish Council had given permission for this? She reported that many of the older residents considered the spring to be part of the village heritage. In reply it was pointed out that the spring had been defunct for many years and that Mr Elkington had consulted all bodies who might have had an interest before advising the Parish Council (on 19 June 2002) that he intended to straighten his drive. None of the Council members had been aware of the continuing strong affection towards the spring reported by Mrs Summers, although some were aware of earlier unsuccessful attempts to revive the spring.

Normal business was resumed at 8.05 pm.

Minute 71: Approve and sign the Minutes of the previous Meeting

It was proposed (RJ), seconded (CC) and agreed that the Minutes be signed as a true record of proceedings.

Minute 72: Matters arising and matters of report

- 72.1 Naming of new development (Minutes 47.3, 59.3):** In reply to a letter from the Clerk, Walton Homes have confirmed that the use of "Heywood Croft" is only for marketing purposes. They would like to receive a suggestion from the Parish Council for road naming and will submit this to the Highway Authority for approval.
- 72.2 Bulbs (Minutes 48.5.1, 59.5):** Four 25Kg sacks of daffodils have been delivered and are available for planting. Planting will be on Saturday 9 November at 1400.
- 72.3 Christmas lights (Minutes 48.5.4, 59.7):** Options are to purchase 25 metres of cable and lamp holders at £4/m and use with new/existing lamps or to hire at £14/week. A code of practice exists covering installation and use of such lights. We are required to have the connection made by an electrician who will issue a certificate that we send to nPower. We must also advise the duration of use and load so that we can be charged for usage as a temporary supply of electricity.
- 72.4 Schoolhouse Lane (Minutes 49.1, 59.8):** The eventual reply from Sherlock Homes provides no date for the work on grading the path to be carried out, but says it will be in "the near future".
- 72.5 Wreath (Minute 61.5.3):** A wreath has been obtained. Cllr Cook offered to lay the wreath on behalf of the Council.
- 72.6 Uttoxeter Road "NEW LAYOUT" sign (Minute 62.3):** Highways said these should have been removed after three months, and have now taken them away.
- 72.7 Newton turn (Minute 62.3):** The Blithfield Clerk advises that orders for road markings and new signs have been placed and new "SLOW" road markings have already been put in place. He will continue to monitor progress.
- 72.8 Flooding opposite top shop (Minute 62.3):** A team was due in the village at the beginning of October to complete other work and then to install an extra gully to prevent further flooding. This was not achieved, and the Clerk will continue to remind Highways of the importance of this work.
- 72.9 Rural Housing (Minute 62.5):** Beth Johnson Housing Association are building six homes on the Fire Station site of which 2 are for rent and 4 for shared ownership. The two

for rent will initially be allocated from the Local Authority housing list with the added stipulation that the tenants must have a local connection. Thereafter, subsequent lets will be on the basis of 50% from Local Authority list and 50% from Beth Johnson list. The four shared ownership houses will be marketed locally – probably in consultation with the Parish Council. Depending on the initial development agreement, sale may be restricted to those already living in the area.

72.10 Uttoxeter Plus: Cllr Esling reported that he had attended the annual forum – one year on from the initiation of the project. There were structural similarities to the village plan project - including the intention to consult - although the practice was not perfect. They have secured £0.5M seed funding for the next three years to carry through a series of projects intended to stimulate further funding from business and other bodies. The current ethos seems to be that anything good for Uttoxeter is also good for the area – a view we might want to take issue with. There is no obvious opportunity for involvement before the next annual forum.

Minute 73: Planning

73.1 Applications

- (i) **219 - HO/12427/005: 28 Paget Rise:** Erection of a single storey side extension to form garage, single storey rear extension to form dining room, inglenook fireplace and chimney.
Received: 270902 Despatched: 141002 Response: No objections
- (ii) **220 - HO/27548/002: 6 Swan Lane:** Erection of front porch
Received: 091002 Despatched: 181002 Response: No objections
- (iii) **221 - HO/21728/003: Coleshill Lodge, Lichfield Road:** Erection of attached garden room and front porch
Received: 091002 Despatched: 181002 Response: No objections
- (iv) **222 - CU/18950/007: Spring Bank Farm, Radmore Lane:** Change of use of agricultural land for the riding of horses
Received: 161002 Despatched: 311002 Response: No objections
- (v) **223 - HO/22290/009: The Cross, Market Place:** Erection of a sun lounge on the rear elevation
Received: 171002 Despatched: 311002 Response: No objections
- (vi) **224 - LB/22290/010: The Cross, Market Place:** Internal and external alterations and the erection of a sun lounge on the rear elevation
Received: 171002 Despatched: 311002 Response: No objections
- (vii) **225 - CU/05685/006: The Barn, Harts Farm, Bromley Hurst:** Conversion and extension to barn to form dwelling
Received: 301002 Despatched: 311002 Response: No objections

73.2 Decisions

The following applications have been *AGREED*:

- (i) **211 - CU/17522/004: Land to east of Sunrise and north of B5324:** Change of use of agricultural land to domestic garden
- (ii) **212 - PC/27276/003: 9 Needwood Grange:** Application to continue without complying with Condition 2 of previous permission (HO/27276/001) relating to parking and turning area
- (iii) **215 - LB/06965/016: Eastmans Croft, Bagot Street:** Installation of satellite dish

No applications have been *REFUSED*.

No applications have been *DEFERRED*.

73.3 Correspondence and other planning matters

- 73.3.1 The Bungalow, Lichfield Road: Although we have yet to receive formal confirmation, Cllr Fox reported that the application for two properties on this site has been refused.
- 73.3.2 Ashbrook Lane development: It was agreed to propose the name *Nancy Talbot Close* and the Clerk was asked to write to Walton Homes accordingly.
- 73.3.3 It was noted that a new opening and drive was being constructed off Harley Lane, which had not been the subject of a planning application.

Minute 74: Financial Matters**74.1 Financial Statements for October**

The financial statement for October was introduced by the Clerk. ***It was proposed (RJ), seconded (PC) and agreed that the statement be approved.*** The budget report for the first half of the year was also presented by the Clerk together with a set of proposed revisions to the budget from the Clerk and Finance Officer. ***It was proposed (CC), seconded (KM) and agreed that the budget statement be approved and that the suggested revisions be applied.***

74.2 Report on payments made since the last Meeting:

The following payments had been made with the approval of the Chairman and Vice Chairman:

<i>Voucher no/ Cheque no</i>	<i>Payee</i>	<i>Sum due</i>	<i>Details</i>
35/440	Public Works Loan Board	1661.27	Payment on loan for new Village Hall
36/441	Paul Sweetman	245.22	Village Agent for Vital Villages project
	TOTAL payments made	1906.49	

74.3 Bills to pay

The Clerk introduced the following for payment:

<i>Voucher no/ Cheque no</i>	<i>Payee</i>	<i>Sum due</i>	<i>Details</i>
37/442	AB British Legion	25.00	Wreath for remembrance day
38/443	G McCulloch	176.00	Grass cutting – Village Sites
39/444	E Roy	806.58	Salary and expenses Jul-Sep
40/445	J Parker (Wholesale)	81.02	Bulb purchase and carriage
41/446	Abbots Bromley Village Hall	42.00	Hire for meetings to 25/9/02
38/447	G McCulloch	40.00	Grass cutting – Millennium Green
	TOTAL payments	1170.60	

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

74.4 Section 137 payments

- 74.4.1 CPRE: Having read the information supplied by CPRE, ***it was proposed (LF), seconded (KM) and agreed that we send a donation of £20*** and also ask for details of membership.
- 74.4.2 St Giles Hospice: A letter had been received inviting the Council to consider making a grant in the next year. The Clerk suggested that the Council might also wish to consider offering support in the present year. (Cllr Charles declared an interest and took no further part in the discussion of this item). Agreed that this would be included in budget preparations and also considered again later this year for a possible grant in 2002/2003.

74.5 Other financial matters

- 74.5.1 Appointment of Independent Internal Auditor: A previous meeting endorsed the proposal that Mr Ray Smythe, Parish Clerk of Heath Hayes and Wimblebury be appointed as our Independent Internal Auditor. ***It was proposed (PC), seconded (RE) and agreed that the Clerk send Mr Smythe a letter of appointment.***
- 74.5.2 Cater Allen Mandate: At the last meeting, a decision on updating the Cater Allen mandate was deferred. On the basis of the minimal transaction rate and the fact that the existing mandate with Cater Allen provides for any three of the remaining six councillors to sign, it was agreed to leave it as it stands until after the May elections.
- 74.5.3 Christmas Lights: Based on the information obtained by Cllr Wilson, ***it was proposed (CC), seconded (LF) and agreed that 20 metres of new lighting be purchased*** at £4/metre together with new coloured bulbs as required. We would also pay £25 for installation and issue of certificate. The old bulbs will be removed and retained and the old cabling will be scrapped.
- 74.5.4 Charles Arnold-Baker: A new edition of "Local Council Administration" has just been published. ***It was proposed (KM), seconded (LF) and agreed that a copy be purchased at a discounted price of £38.50*** (including P&P) through the Society of Local Council Clerks.
- 74.5.5 Parish Asset List: Following discussion at an earlier meeting, a first draft of a more definitive list of Parish assets has been drawn up and initial feedback sought from Cllrs Charles, Jarman and Wilson. The list amended with initial feedback was presented by the Clerk. ***It was proposed (RJ), seconded (PC) and agreed that this list accurately reflected the members understanding.***
- 74.5.6 Clerk's contract. The Clerk was appointed on 1 May 2002 with a contract that included a review after six months. ***It was proposed (LF), seconded (KM) and agreed that the appointment be confirmed.***

Minute 75: Group Reports

75.1 Recreation

- 75.1.1 The Clerk reported that the lease on Schoolhouse Lane was now signed but that the transfer of the access strip was still outstanding.
- 75.1.2 Cllr Charles reported on his attendance at the recent meeting of the Staffordshire Playing Fields Association in Burton.
- 75.1.3 Mithra Tonking has been checking the state of the Millennium Green play area each month, and asks whether we wish her to continue. ***It was proposed (RJ), seconded (CC) and agreed that we ask if she is willing to continue.*** Clerk to put in writing.

75.2 Village Property

Nothing to report.

75.3 Traffic, Parking, Highways

- 75.3.1 The continued 24-hour operation of the street lights in the Market Place was raised. The Clerk was asked to keep raising the matter with Highways until resolved.
- 75.3.2 Cllr Cook reported that lines outside the O'Kells are unenforceable as they are white and not yellow. PC Boulter has raised this as a potential issue.

75.3.3 There is no evidence of any police action on illegal parking. Clerk to ask Inspector Andy Mason for progress report on the issue of letters in view of the continued parking of cars on the pavement outside top shop for example.

75.3.4 There is a continued issue in Harley Lane with the erosion of roots of Dianne Fryer's hedge (and similar damage on other properties) due to the passage of farm vehicles. Despite her asking the farmers concerned and taking up the issue with Highways, there seems to be no satisfactory solution. The increasing size of farm vehicles exacerbated this issue. A related problem was the potentially dangerous combination of size and speed of farm traffic through the village. Agreed that it should be an agenda item next time with PC Boulter invited to attend. Clerk to contact the NFU to seek guidelines.

75.4 Competitions

Nothing to report.

75.5 Rural Housing

Nothing to report.

75.6 Newsletter

75.6.1 The next issue has been prepared and is almost ready to print. There are more articles than space and some items will be held over until the next time.

75.6.2 The distribution list is being revised. Cllr Esling will distribute the copies usually covered by Cllr Fox.

75.7 School Governor's Report

75.7.1 A drugs awareness session was held before the recent parents meeting but was poorly attended.

75.7.2 Feedback from the recent OFSTED visit is awaited.

Minute 76: New Race Relations (Amendment) Act 2000

76.1 There was some discussion of the new requirements imposed by this legislation in the light of the minimal representation of other racial groups within the community.

76.2 It was agreed that the Chairman, Vice Chairman and Clerk would consider what changes to Standing Orders might be appropriate, and also carry out the necessary review of Council functions.

Minute 77: Meetings for 2003

77.1 A list of proposed meeting dates was presented by the Clerk and it was noted that the elections were to be held on 1 May 2003. The list of dates was agreed as follows:

- January 15 (budget)
- January 29
- February 26
- March 26
- April 9 (Parish Assembly)
- April 30
- May 21 (Inc Annual Meeting)
- June 25
- July 30
- August – no meetings
- September 24
- October 29
- November 26
- December – no meetings

Minute 78: Correspondence, bulletins and reports

- 78.1 Community Paths Invitation:** An invitation from SCC to bid for funding in 2003/4 under the "Community Paths Initiative" has been passed to the Footpath Society. Cllr Charles reported that a proposal was being created by the Footpath Society.
- 78.2 Local Transport Plan for Staffordshire.** A booklet giving a progress report was enclosed with the meeting agenda. A training event "Area Strategy Workshops" is planned for Monday 4 November in Burton and the Clerk expects to attend.
- 78.3 East Staffordshire Rural Transport Partnership.** We are invited by the Town Clerk at Uttoxeter to work jointly to consider ways of using the funding on offer. (See enclosed letter). Although a number of transport difficulties are known, there was no clearly identified and quantified need that could form the basis for a project. Clerk to reply advising buses to education are needed and about the work on the village plan.
- 78.4 Code of Conduct.** A report was received from Ken Birch (ESBC) summarising the local adoption of the Code of Conduct and related issues.
- 78.5 Standards Board Roadshow.** We have been invited to attend a Standards Board "Roadshow" on the evening of Thursday 7 November. No one wished to attend.
- 78.6 Agenda 21 Coordinator.** Staffordshire Community Council have asked us to nominate someone in the village to be the "Local Agenda 21 coordinator" for the parish. An offer from Cllr Fox to take on this role was accepted.

Minute 79: Items for agenda of next meeting

PC Boulter to visit for discussion on issues relating to farm traffic
 Freedom of Information Act
 Lessons from Ashbrook Lane spring – could/should we identify/list similar "heritage" sites?

Minute 80: Date, time and place of next Meeting

It was agreed that the next meeting should be held on Wednesday 4 December 2002 at 7.30 p.m. in the Memorial Room of the Village Hall. The Meeting concluded at 10.10 pm.

Chairman Date:

Proposed: Seconded: