

Minutes of the Parish Council Meeting
held on Wednesday, 25th Febuary, 2009 at 7.30 pm
in the Village Hall, Abbots Bromley, pursuant to notice having been given

Present: Cllrs PJ Charles; R Bell; A Elkington; Mrs L Fox; R Jarman; Mrs K M Johns;
R Mills; Mrs C Veitch

In attendance: Mrs S Buxton (Clerk)

Members of the public attending: None

Apologies: Cllr B Waring – work commitment; Cllr A Fox
RESOLVED: to accept the apologies of Cllr Waring

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Minute 256: Welcome to New Councillor

The chairman welcomed Mrs Karen Johns to the parish council, the clerk having confirmed that Mrs Johns had completed her declaration of acceptance of office prior to the start of the meeting.

Minute 257: Public Session

No members of the public present

Minute 258: Minutes of the last meeting

RESOLVED: that the minutes of the meeting held on 28th January, 2009 be signed as a true and correct record and the correction of the word **RESOLVED** as necessary

Minute 259: Declaration of Interest

None

Minute 260: Matters arising and matters of report

260.1 Junior Football Club – Cllr Jarman reported he had been discussing the matter with Cllr Fox and representatives from the Football Club. The football club are anxious to see the matter resolved as soon as possible as they do not wish to declare a home ground when applying to join the league until the matter is finalised.

- 260.2 Provision of coffee at meetings** – Cllr Mrs Veitch reported there is a choice of a pump action 1.9 litre flask at a cost of £40 each or a 1.5 litre vacuum jug at a cost of £18
RESOLVED: that the council will not purchase a flask or provide coffee at meetings
- 260.3 Conservation Area Appraisal and Lichfield Mercury Report** – following the report in the Lichfield Mercury stating that ESBC appointed consultants supported the application for a wind farm, the clerk reported that the Appraisal of the Abbots Bromley Conservation Area is a public document and members of the editorial team at the Lichfield Mercury are entitled to access the document and write an article on it if they choose to. The Appraisal document, compiled for the borough council by consultants does include one paragraph referring to the application for a wind farm in Abbots Bromley, and this paragraph was referred to when the Lichfield Mercury prepared their article.
- 260.4 School Buses** – the clerk has been discussing the situation with SCC and they along with the police have been looking at other alternatives for bus stops for the school bus but as yet have not found a solution. The clerk will be meeting an officer from SCC and PC Richard Boulter on Monday 2nd March, 2009 at 3.30 pm to discuss the matter further.
RESOLVED: that the clerk will speak to Cllr Atkins to see if he is able to attend
RESOLVED: that Cllr Elkington will try to attend to and the clerk will arrange a meeting time further up the village from the Police House
- 260.5 Recruitment of a lollipop person** – the clerk reported on her discussions with Mrs Smith at SCC. Despite advertising the vacancy to date an appointment has not been made and an advert is to appear in the next Bulletin
- 260.6 Royal Oak Contract** – the clerk reported that the licence to use the allotment behind the Royal Oak had been from August 2007 to 31st March, 2008, so when sending out the invoice for this year she had issued a new licence to be signed by the occupier for the period 1st April, 2008 to 31st March, 2009. She had also included a letter drawing their attention to the clause relating to keeping the area neat and tidy and requesting that this be dealt with as a matter of urgency
- 260.7 Christmas Tree** – the clerk reported that Mr Sutton from Bromley Electrical would not be making a charge for assisting with connecting the lights to the Christmas Tree
- 260.8 East Staffs Play Committee-** following their expression of interest at the last meeting in attending a parish council meeting and the subsequent invitation to a play conference in early March, the clerk has left two messages requesting further information, but no reply as been received
- 260.9 Clerk's Log** – no other items to consider

Minute 261: Planning

261.1 Applications

588 - LE/20488/018/CEH: Port Fields, Port Lane, Abbots Bromley: Application for a Certificate of Lawful Determination for the erection of a two storey side extension, a rear conservatory, a single storey side extension to form swimming pool, steam and sauna rooms, triple garage, gymnasium and lounge area and formation of snooker room, changing facilities and store rooms, previously approved under HO/20488/015/CEH dated 1st July, 2008, including the partial reconstruction of the original dwelling
 Received: 02/02/09 Due: 17/02/09 Parish council response:- the council has made its reponse on the previous application. The parish council objects for the following reasons:- the size of the development is excessive; access to basement is only external: the supporting papers make reference to a main sewer which the council does not believe runs close to the property; there is inadequate access of the lane for the traffic which a development of this size will generate and poor visibility as the access is close to a bend. The parish council would also like to raise the following questions:- Could the development be a commercial rather than domestic one? Has adequate provision for foul water drainage been made? If this was an existing dwelling would planning permssion have been granted as a straight replacement?

Cllr Alex Fox has asked for planning guidance on this site

589 - HO/20982/014/EW: Fox Cottage, Goose Lane, Abbots Bromley: Installation of a satellite dish. Received: 09/02/09 Due: 25/02/09 Parish council response:- no objection to this application

590 – PA/31915/002/AG: Land at Ashbrook Lane, Abots Bromley: Erection of an agricultural building for storage of hay and straw and housing of livestock
Received: 19/02/09 Due: 10/03/09 Parish council response: no objection to this application

591 – LB/02362/013/EW: School House, School House Lane, Abbots Bromley: Installation of conservation area rooflights and internal alterations to form attic room
Received: 25/02/09 Due: 16/03/09 Parish council response:- no objection to this application

RESOLVED: the clerk to notify the above responses to East Staffordshire Borough Council

262.2 Decisions

Refused

586 - PA/02885/028/AG: Ivy House, High Street, Abbots Bromley: Construction of vehicular access

Minute 262: Financial Matters

262.1 Finance Report to 31st January, 2009

RESOLVED: that the proceeds from the stalls on Horn Dance Day should be transferred to the Horn Dance account

RESOLVED: that the costs of the Youth Group Meetings for the year should be met by the parish council in the current financial year

RESOLVED: that the report prepared by the clerk be signed by the chairman

262.2 Report on payments made since the last meeting

None

262.3 Payments to be made

RESOLVED: that the following payments be made:—

62/970	Mrs S Buxton	408.14	Salary and taxable expenses	LGA 1972 s.112(2)
62/971	SCC	90.10	Pension contributions	LGA 1972 s.112(2)
62/972	Mrs S Buxton	68.02	Other expenses	LG(FP)A 1963 s.5
63/973	SPCA	10.00	Half cost of planning seminar	LGA 1972 s.111
64/974	Community Council	13.05	BKV entry fee and publicity	LGA 1972 s.137
65/975	SLCC	69.00	Half cost of attendance at Practitioners' Conference	LGA 1972 s.111
66/976	Audit Commission	327.75	Audit fee for year to 31/3/08	ACA 1988 S.7
	TOTAL	986.06		

262.4 Receipts

None

262.5 Grasscutting – the clerk asked the council to consider what increase should be added to the costs of the grasscutting undertaken by Mr McCulloch for the 2009 season

RESOLVED: the clerk will investigate this matter further and report to the next meeting

262.6 Pension Fund – the council has received a consultation paper on Socially Responsible Investment for the Pension Fund, for which the deadline for comments is 27th February, 2009

RESOLVED: the council does not wish to contribute to the consultation on Socially Responsible Investment

The clerk reported that employee contribution levels are banded according to salary level and that the council needs to decide if they wish to review the banding each time a clerk's

salary changes e.g. when a pay award is agreed or annually on a given date, e.g. 1st April. The county council review the pension bandings for their employees on 1st April each year
RESOLVED: that Abbots Bromley Parish Council will review the banding on pension contributions on 1st April each year

Minute 263: Group Reports

263.1 Recreation

- **Youth Shelter Site** – some ideas have been put together and a contact made with ESBC. The list of ideas need to be narrowed down for the borough council to consider. The grant funding of £2,000 can be rolled over as the project is taking longer than anticipated and Cllr Mrs Veitch has confirmed this with them in writing
- **Millennium Green** – see below
- **Consultation on Youth Shelter**
RESOLVED: that this be considered at a later date when a proposal has been put together
- **Community Footpaths Applications 2009/10** – the application form for grants for next year has been received
RESOLVED: that Cllr Charles will pass the details to the Footpath Society
 The clerk reported that she had written to the Footpath Society regarding this year's project to ascertain if it would be completed by the end of March
- **Youth Networking Group** – SCYVS has started a networking group for youth matters in East Staffs which was attended by Karen Johns.

263.2 Village Property

- **Streetlighting** – the clerk reported that SCC and Eon had not been able to report on the shielding experiment as there have been some operational problems with the streetlights.
 The light on the south Market Street which has been replaced is now a very bright orange colour
RESOLVED: the clerk will make enquiries about this light and report to the next meeting
- **Property labels/signs**
 The clerk has two quotations for brass plaques and Cllr Mills has obtained one in jewellers brass, which at £15 each is considerably cheaper
RESOLVED: that Cllr Mills will seek a quotation for plastic plaques from a company in Uttoxeter
- **Telephone lines** - the clerk confirmed with the council the area which they wished to have considered for the removal of overhead telephone cables
RESOLVED: that a request be made to BT to remove all overhead cables between the Police House on Uttoxeter Road and the Coach and Horses on Main Street
- **Land at Goose Lane** – the clerk had nothing to report from the solicitors
- **Church Flood Lights** – the clerk reported that she had discussed the repair of the flood lights with Bromley Electrical. The advice was that if they were more than 5 – 8 years old they are probably not worth repairing and parts will be difficult to source. They had also asked about where the lights were connected and where the switches are. There is a box by the gate but it is not known exactly what this contains. A rough estimate of £300 to £500 was given for complete replacement but this would depend on the strength of the bulbs chosen and certain factors which could not be clarified without a site visit.
RESOLVED: that Cllr Mills will find out more information on the connection of the lights and the location of the switches
RESOLVED: that the clerk will then ask Bromley Electrical and one other electrician to quote for the repair/replacement of the lights and for the replacement to also include the life expectancy of any new units fitted

- **Footpath from Salter Grange through to the Village Hall** – this is a very dark unlit footpath and some form of lighting would improve it. It is believed the footpath was adopted some years ago following negotiations and improvement works with by the developers of the site – Tay Homes
RESOLVED: the clerk will make enquiries re: the feasibility of lighting this footpath with the county council

263.3 Traffic, Parking and Highways

- **HCV's** – it was noted there does seem to be a much higher volume of lorries travelling though the village and reference to the effects of this traffic was made in the Conservation Area Appraisal.
RESOLVED: that the clerk speak to SCC regarding the feasibility of having a weight restriction on the road through the village
- **Community Gangs** – nothing to add at this point
- **Seedcroft Lane passing place signs** – these have not been replaced although the passing places still exist
RESOLVED: the clerk to contact SCC with a view to having the signs reinstated
- **Goose Lane ditch** – no work has been done on this
RESOLVED: the clerk speak to SCC to see what progress is being made on this project

263.4 Competitions

- **BKV Competition** – Cllr Mills reported that he had completed the application and this was passed to the clerk to be sent off

263.5 Newsletter

- **Finalisation of bulletin** – the final content of the Bulletin was discussed and agreed. It will be a single A4 page which will hopefully be completed over the weekend and with Cllr Elkington for distribution by Monday next week.
- **Next edition** – the clerk reminded councillors that the next edition will need to be completed before the end of June so that there are 4 editions within the year as required by the Quality Parish Scheme for the re-accreditation application

263.6 Richard Clarke First School

The headteacher had included an article in the current bulletin

263.7 RISES

Cllr Mrs Fox reported that a cheque is expected out by the end of March

263.8 Village Hall

At the last meeting, Simon Wilson has volunteered to take on the role of Chairman at the Annual General Meeting

263.9 Millennium Green

- **LegalAdvice** - the clerk has received a further email from NALC this week with further questions
RESOLVED: the clerk will discuss these with Mithra Tonking and seek the further advice necessary from NALC via the SPCA
- **Sealing of documents** – the clerk has spoken to ESBC who have advised on a form of words which can be used on official documents in the absence of a proper seal

Minute 264: Correspondence, bulletins and reports

- 264.1 **MIND** - a letter of thanks has been received in respect of the donation to their work in Abbots Bromley

- 264.2 Power of Wellbeing** – the clerk reported that as any parish council wishing to use this power must meet certain criteria, including the training of at least 80% of councillors. The SPCA are willing to visit individual parishes at a cost of £10 per delegate and with the added incentive of a voucher for another training course for every 5 delegates booked to explain the scheme and carry out the necessary training
RESOLVED: *that the council will take no action at present*

Minute 265: Clerk's Training

The clerk reported on a planning seminar run by the SPCA which she had attended and drew the council's attention to the fact that in circulating planning applications round councillors for them to add comments and then the clerk formulating a reply from the comments the council was in fact not dealing with planning applications legally. There are really three options for dealing with planning applications which cannot wait until the next meeting because of the deadline:-

- Call a special meeting of the council to discuss the application
- Form a planning committee of a number of councillors, to meet as and when necessary, with delegated powers to respond on behalf of the parish council
- Formulate policies of the parish council in respect of planning applications and then delegate to the clerk the responsibility for responding to planning applications

RESOLVED: *that the council will deal with applications at meetings where the dates allow, and call special meetings for any large scale or controversial applications, but that any other applications would continue to be dealt with by circulating the envelope and the clerk replying from the comments of councillors in the knowledge that such applications will not have been dealt with in a legal manner*

Minute 266: Clerk's Contract

The clerk had written to the chairman during the last week in February expressing some concern with the hours required to complete the work of the clerk and this letter had been seen by all councillors

RESOLVED: *that with effect from 1st March, 2009 the clerk should be paid for an additional hour per week, taking the annual total from 510 hours to 562 hours.*

RESOLVED: *that the council will pay for the additional hours worked by the clerk since 1st June, 2008 to 28th February, 2008, approximately 60 – 65 hours to be confirmed by the clerk at the end of the month*

RESOLVED: *that the council will review the clerk's hours again in three months time.*

Minute 267: PACT

An article has been included on the bulletin about the next PACT meeting to be held on Tuesday, 19th May, 2009.

Minute 268: Parish Assembly

RESOLVED: *the clerk will write to the appropriate people to obtain their reports for the Parish Assembly*

RESOLVED: *that all councillors will give some thought to the format and content of the Parish Assembly to be discussed at the next meeting*

Minute 269: Lengthsmens Scheme

The clerk reported that at present the council was not claiming the full amount available under the Lengthsman's Scheme.

Minute 270: Agenda Items for the next meeting

Bank Mandate

Minute 271: Date and time of the next meeting

RESOLVED: that the next meeting of the parish council be held on Wednesday, 25th March, 2009 at 7.30 pm at the Village Hall

There being no other business the chairman declared the meeting closed at 10.02

Signed _____

Date 25th March, 2009