

Abbots Bromley Parish Council

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The Hayloft
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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 25th April 2018 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 April 2018

1. Apologies for absence

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

2. Public session

3. Declarations of Interests

- *Declarations relating to this meeting*

4. Minutes of Previous Meetings

- Meeting held on 28th March 2018

Enclosed

5. Matters of report

- General Data Protection Regulation
- Footpath by Bagots View
- War Memorial
- Goat's Head
- Parish Council Deeds

6. Planning

- **Applications**

To agree responses to recently received planning applications:

- **Decisions**

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

- **Other Planning Matters**

- Neighbourhood Plan Update

7. 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**

- **2017-2018 Audit Report**

8. Group reports

Unless otherwise stated, to receive a report from the relevant Working Group or Officer.

- **Recreation**
- **Village Property**
- **Traffic, Parking, Highways**
- **Competitions**
- **Newsletter**
- **Village Hall**
- **ABSA**

9. Correspondence, bulletins and reports

10. Parish Assembly

11. HS2

12. Agenda items for next meeting

13. Date, time and place of future meetings

May Parish Council Meeting	7.00pm	Wed, 30 th May 2018	Village Hall
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ABBOTS BROMLEY PARISH COUNCIL
 Minutes of the Parish Council Meeting
 Held on Wednesday, 28th March 2018 at 7.00 pm
 At the Village Hall, Abbots Bromley, pursuant to notice having been given

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

In attendance: Mrs S Meads (Clerk),

Members of the Public Attending: 0

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34. Apologies for absence

Cllr Mrs R Robb

35. Public Session

None

36. Declarations of Interests

Cllr Walters mentioned that one of the applications for Section 137 grants had been submitted by his wife on behalf of the Brownies and Rainbows.

37. Minutes of Previous Meeting

RESOLVED: that the minutes of meetings held on 28th March be approved with addition of the following to Village Hall Report "Cllr Charles asked for the cost of the mowing at the Village Hall".

38. Matters of Report

i. **General Data Protection Regulation**

RESOLVED: that the Parish Council would select the Tier 2 service provided by SPCA once this is up and running.

ii. **Footpath by Bagots View**

The Clerk reported that she was still waiting for two contractors to visit the site. Cllr Charles said that the length of area to be worked on is 73 metres long by 1.5 metres wide. Looking for a solution to level the ground.

- iii. **Parish Surgery**
Mrs Ray visited the Parish Surgery and asked if it was possible for the road sweepers to put ones out when they are going to sweep the road to stop cars parking so that the side where cars parks could be swept occasionally.
- iv. **The War Memorial**
The Clerk report that so far £1,250 had been received in donations towards the War Memorial. Thanks were given to Mr T Wheeldon for helping in the generation of these donations.
- v. **The Goat's Head**
Cllr Walters reported that at a meeting with the Goat's Head it was confirmed that the work was well underway and budget had also been set aside to repaint the building and repair windows. The new owners had confirmed that they would be responsible for maintaining the building and not the tenant. They had also confirmed that if Punch had offered to resurface the car park, and evidence of this could be provided, then they would honour this.
RESOLVED: that the Clerk will forward the letter regarding the resurfacing of the car park to the new area manager.
- vi. **The Post Office**
The Clerk reported that a new location had been confirmed for the mobile Post Office and this would be the Bagot Arms Car Park. Councillors raised concerns about this and said that the original suggestion of the Goat's Head car park would be a preferred location as it was more central.
- vii. **Parish Council Deeds**
The Clerk reported that she was now in receipt of a large envelope of Parish Council deeds and that these were taking some time to sort through.
RESOLVED: that contact would be made with Mrs Tonking to ask if she would be able to help with archiving the deeds.

40. Planning

Applications

1121 - P/2018/00189: Brooklyn, Ashbrook Lane, Abbots Bromley, WS15 3DW

Erection of a front bay window, removal of existing conservatory and alterations to all fenestrations

Received: 28/02/18 Reply due: 21/03/18 No Objections

1122 - P/2018/00173: Proposed Barn Conversion, Poplar Farm, Poplar Farm Road, Bromley

Hurst, Abbots Bromley, Staffs Prior approval for the conversion of an agricultural building to form a dwelling.

Received: 01/03/18 Reply due: 23/03/18 No Objections

1123 - P/2018/00235: Bagot Street, Abbots Bromley, WS15 3DB Felling of 2 Field Maple and reduction in height of holly tree in hedge adjacent to scout hut by 1 metre.

Received: 06/03/18 Reply due: 27/03/18 No Objections

1124 - P/2018/00300: Rose Villa, Lichfield Road, Abbots Bromley, Staffordshire, WS15 3DL

Fell 2 Conifer trees, 1 Elder tree, 1 Lilac tree, 1 Schumacher tree and 3 Hazel trees, trim back 1 Cotoneaster tree and 1 Yew tree, remove lower branches from 1 Goat Willow tree and 2 Conifer trees, coppice 1 Rhododendron tree, pollard 1 Elder tree, removal of rogue branches from canopy of 1 Cherry tree and reduce the height of 4 Conifer trees to 6 metre

Received: 12/03/18 Reply due: 26/03/18 No Objections

1125 - P/2018/00192: 2 Shade Elm, Goose Lane, Abbots Bromley, Staffordshire, WS15 3DE
Erection of a single storey extension on the west elevation

Received: 13/03/18 Reply due: 03/04/18 No Objections

1126 - P/2017/01642: Clematis Cottage, Lichfield Road, Bromley Hurst, Abbots Bromley, WS15 3BA Remodelling of existing dwelling to include raising of ridge height, two storey side and rear extensions with roof terrace, single storey side extension, two storey gable to front, detached double garage with studio above and relocation of site entrance.

Received: 19/03/18 Reply due: 09/04/18 Parish Council's previous objections still stand

1127 - P/2018/00299: 4 The Poplars, Lichfield Road, Abbots Bromley, WS15 3AA
Demolition of garage and sun room to facilitate the erection of a single storey side and rear extension

Received: 15/03/18 Reply due: 05/04/18 No Objections

ii. Neighbourhood Plan Update

Cllr Walters provided an update. He confirmed that that Abbots Bromley School had a plan to the Neighbourhood Planning Group and they were going to feedback to the school on this. The Neighbourhood Draft Plan date has slipped but the group will try to get it ready for the Parish Assembly.

41. 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
188/1748	Mrs Sarah Meads	403.06	Salary and taxable expenses
189/1749	Mrs Sarah Meads	42.10	Non Taxable expenses
190/1750	SCC Pensions	137.91	March Employee and Employer contribution
191/1751	Ludus Leisure	3721.20	The Nuttery Repairs
192/1752	Community Council of Staffordshire	36.20	BKV
193/1753	SLCC	115.00	Membership Fee
194/1754	Abbots Bromley Village Hall	204.00	Room hire

RESOLVED: that the above payments be made.

C Record of payments received

Date		Amount	Details
12/02/18	ESBC	1181.35	Neighbourhood Plan Refund for costs
5/3/18	Ms G Vincent	125.00	Allotment Rent

ii. Finance Report to 28th February 2018

The Clerk presented the finance report to 28th February.

iii. Section 137 Grants

The Parish Council discussed applications from village organisation for Parish Council Grants (see appendix 1, list of grant requests). The Clerk confirmed that budget calculations had allowed for a maximum of £1,500 to be allocated to grants. She also confirmed that applications letters from all parties had been circulated to councillors prior to the meeting. Each application was discussed at length and grants were awarded as follows:-

Abbots Bromley Sports Association	£500
Abbots Bromley Rainbows	£250
Abbots Bromley Scouts	£250
Richard Clarke First School	£250

It was agreed that all parties should be invited to the Parish Assembly to provide an update on how money will be spent and to also receive their cheque.

iv. Parish Council Projects, budget carried forward

Councillors discussed projects that they would like to be considered for the coming year if and when budget allows. Some of the items on the wish list could be sourced from ESBC free of charge. List of projects as follows:-

- Replacing village noticeboards x 5
- Replacing bin by Top Shop bus shelter with a larger bin
- Additional bins on Seedcroft Lane, Harley Lane and Radmore Lane to help with dog fouling problem
- New bus shelter near Top Shop
- Picnic Bench at The Nuttery
- New village entrance signs

Councillors decided that they no longer wanted to proceed with a village cycle stand or the willow structure in The Nuttery.

42. Group Reports

i. Recreation

The Clerk reported that repairs to The Nuttery had now been completed. Cllr Walters mentioned the possibility of some outdoor gym equipment. The letter that the Parish Council had received regarding the Forest School was also discussed. Councillors agreed that no fires could be permitted in The Nuttery and it could only be used if the activity was non-profit making. Cllr Charles to glue the bird spikes to the top of the swings.

ii. Village Property

The bench outside Richard Clarke was now in place, however, the tarmac around it had been replaced with concrete which didn't look as good as the previous surface.

iii. Traffic, Parking & Highways

The Clerk reported that pot holes are being repaired. There is a large one on Yeatsall Lane which needs reporting. Pavement still not cleared on B5013. Cllr Charles mentioned that he had spoken to the men clearing the drains on Crown Bank, they were from Severn Trent. Cllr Mrs Appleby mentioned the rubbish which as appeared on Woodmill Lane.

iv. Competitions

Cllr Mrs Appleby said that the next village clean would be on 22nd April. They entry had now been submitted. Work needed to be done to clean up the noticeboards for this year which Cllr Appleby said that she would look after. Cigarette around the cricket pavilion were mention as well as making a feature of the mile stone by Top Shop and also the wooden feature at the bottom of the Village Hall drive. It was agreed that Councillors would meet early to judge the competitions for BKV.

v. Newsletter

Next issue out in June.

vi. Village Hall

Nothing to report. It was agreed that the Clerk should write to the Village Hall committee to advise them that the village hall mowing costs are a grant from the Parish Council and cannot be guaranteed each year.

vii. ABSA

Cllr P Ryan gave an update on funding.

43. Correspondence, bulletins and reports

- SPCA Bulletin
- Email from Mrs A Blower regarding the Church Yard mowing, The Clerk to make contact with Mrs Blower to clarify that grants will not be available if quotes cannot be provided as this does not meet with the Council's financial regulations. Report back at a future meeting when response has been received.
- Email from Mr T Wheeldon regarding 20 is plenty signs and speeding in the village, comments noted.
- ElanCity, speed identification sign information, keep on file
- Correspondence regarding merger of the Community Council and Support Staffordshire
- Email from Mrs Tonking regarding the yellow lines by Goose Lane and requesting extension of these. Comments noted, request that Mrs Tonking speak to County Council Highways regarding this issue.
- Email from Mrs Cooke regarding barn on Ashbrook Lane, comments noted and requested that Mrs Cooke contact the landowners.

44. Parish Assembly

RESOLVED: that the grant cheques would be presented that the Parish Assembly and there would also be and an update presentation by the Neighbourhood Planning Group.

45. HS2

RESOLVED: to keep on the agenda

46. Agenda Items for the next meeting

RESOLVED: that the following items be added to the agenda for 25th April Meeting:- HS2, BKV, Parish Assembly, GDPR, War Memorial, Goat's Head

47. Date, time and place of future meetings

April Parish Council Meeting, 25th April 2018, – Village Hall

There being no other business the Chair declared the meeting closed at 9.30pm

Signed _____ Date 25th April 2018

Appendix 1

List of Applications for Section 137 Parish Council Grants

Name of Applicant/Group	Brief Summary of Funding Request	Amount Requested
ABSA	ABSA has requested any help the PC can give to help them to complete stage two, for which there is currently a 20-30k shortfall.	No specific amount requested
Sam Veitch	Sam is undertaking a project in Tanzania with a link to a primary school and orphanage. He is trying to raise funding for the trip which has a total cost of £4,500 and has demonstrated in his application letter the efforts he has made so far.	No specific amount requested
Abbots Bromley Rainbows	Rainbows are looking to purchase some new equipment. First some high visibility jackets to help keep rainbows safe, these would be shared with Brownies. They would also like to purchase some tabards for when they are painting and baking.	Estimated costs to purchase both these items would be no more than £250.
Abbots Bromley Brownies	Brownies are looking for support to run an event during UK Parliament Week. The event will be held in the Village Hall In Nov 18.	No specific amount requested.
Nostalgia Team	The team is looking for support in relation to the on-going Great War research. They are also looking to produce a publication of their findings.	No specific amount requested, £10 per publication as an estimated cost.
Abbot Bromley Bowls Club	The Bowls Club has undertaken work in improve the facilities at the club. Work includes removal and replacement of sheds and also resolving issues with ditches around the green.	Cost for the works so far £2,616, however, the club has not requested a specific amount.

Abbots Bromley Scouts	The Scout Group is looking for a grant to help with maintenance work, primarily for their camping equipment which has not been serviced for many years.	Cost for servicing of equipment in the region of £700 but no specific amount requested.
Richard Clarke First School	The school has requested a donation to help with developing their outdoor classroom. If awarded a grant they would use the money to purchase items such as bird feeders, magnifying glasses, bug homes etc.	No specific amount requested.

DRAFT