

# Abbots Bromley Parish Council

Clerk: Mrs Sarah Meads  
Tel: 01283 840891  
Email: parish.council@abbotsbromley.com

The Hayloft  
Marsh Farm, Uttoxeter Rd,  
Abbots Bromley  
Staffordshire  
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 26<sup>th</sup> June 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

17<sup>th</sup> June 2019

**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 15<sup>th</sup> May 2019

**Enclosed**

**5. Neighbourhood Plan Update**

- Presentation of Consultant's Report
- Update on Funding Application & Progress

**6. Matters of report**

- General Powers of Competence under the Localism Act 2011
- HS2
- Outdoor fitness equipment
- Footpath off School House Lane
- Co-option of new members
- AB School
- War Memorial

**7. Planning**

• **Applications**

*To agree responses to recently received planning applications:*

• **Decisions**

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

**8. 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**

**9. Group reports**

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

- **Recreation**
- **Village Property**
- **Traffic, Parking, Highways**
- **Competitions**
- **Newsletter** – articles and confirmation on distribution plans
- **Village Hall**
- **ABSA**

**10. Parish Council Objectives**

**11. Horn Dance**

**12. Correspondence, bulletins and reports**

**13. Agenda items for next meeting**

**14. Date, time and place of future meetings**

July Parish Council Meeting

7.00pm

Wed, 31<sup>st</sup> July 2019

Village Hall

**ABBOTS BROMLEY PARISH COUNCIL**  
 Minutes of the Parish Council Meeting  
 Held on Wednesday 15<sup>th</sup> May 2019 at 7.00 pm  
 At the Village Hall, Abbots Bromley, pursuant to notice having been given

**Present:** Cllrs P Charles (Out-going Chair); Dr C Whorwood; Mrs K Haywood; Mr M Hobbs

**In attendance:** Mrs S Meads (Clerk),

**Members of the Public Attending: 2**

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**Prior to the meeting starting new Parish Councillors signed declarations of acceptance of office**

The out-going Chairman, Philip Charles, conducted the start of the meeting.

**59. Apologies for absence**  
None

**60. Election of Chairman**  
Cllrs M Hobbs and Mrs K Haywood proposed that Cllr C Whorwood be the new Chairman, Proposed Cllr Hobbs, seconded Cllr Mrs Haywood, Cllr Whorwood accepted the position and took over as chair of the meeting.

**61. Co-option of New Members**  
Two members of public said that they would like to declare their interested in being co-opted on to the council, Mr Keith Baker and Mr Nigel Taylor-Brown. Members agreed that both should be co-opted to join the council. Proposed Cllr Whorwood and seconded Cllr Hobbs. Cllrs Baker and Brown signed the declaration of acceptance form.

**62. Election of the Vice Chairman**  
Cllr C Whorwood proposed Cllr Taylor-Brown, seconded Cllr K Haywood. Cllr Taylor-Brown accepted the office.

**63. Authority to Act Between Meetings.**

**RESOLVED:** that the council may delegate executive powers to act between meetings to the Clerk, following consultation with the Chair and Vice Chair.

**64. Public Session**

Mr P Charles provided some advice to the councillors regarding their time as councillors and also the distribution of the Bulletin. Mr Charles said that he would also be willing to stay on as a representative for United Charities. Mr Charles left the meeting

Councillors discussed the option of people attending the meeting being able to contribute to the meeting outside of the public session. Cllr Whorwood said it is important to keep structure and control but engage with people.

**65. Working Groups**

Working groups were discussed. It was agreed that not all positions could be filled at this point due to there only being five councillors. More positions to be filled as additional members are co-opted on to the council.

The chairman and vice chairman are entitled to serve ex officio, on all groups

<b>Working Group</b>	<b>Member(s)</b>
Competitions	The Clerk, Cllr N Taylor Brown
Finance/Grants	Cllr K Baker
Newsletter	Cllr K Baker The Clerk(Editor) Cllr K Haywood (Distribution)
Planning	All Councillors
Recreation	Cllr Whorwood, tbc
Traffic & Parking	Cllrs K Haywood, K Baker
Village Property	tbc
Neighbourhood Planning Group	Cllr M Hobbs

**Representatives**

Almhouses	MrJarman (offered to continue until a replacement found)
Finance Officer	tbc
Schools	Cllr K Haywood
United Charities	Mr Charles and Cllr N Taylor-Brown
Village Hall	Cllr K Baker
ABSA	Cllr N Taylor-Brown

**66. Declarations of Interests**

None

**67. Minutes of Previous Meetings**

**RESOLVED:** that the minutes of meeting held on 24<sup>th</sup> April 2019 be signed. It was noted that none of the current councillors were on the council at the time of the meeting.

**68. Neighbourhood Development Plan Update**

Cllr Hobbs provided an update:-

- funding portal now open. The Clerk reported that she had a meeting arranged with Mrs Wheeldon to upload the application.

- group felt that the first review was not water tight
- vital to get public opinion
- questionnaires are a great way to engage with the public
- Cllr Baker commented that the group wants to look at data sources and try an establish housing needs
- new consultant has said that with limited funds the group needs to identify the policies they wish to include in the plan
- Cllr Whorwood commented that trend data is sound and robust, there are lots available from ESBC. Data underpins the plan
- Cllr Hobbs said that it is possible to write a plan that is very generic and doesn't need to include site selection.
- Cllr Whorwood said that he was researching conservation and heritage for the group
- Cllr Whorwood asked if the group had managed to recruit any new members as it is now down to six. Cllr G Hall has now taken a step back but has offered his support.
- Cllr Whorwood said that ESBC had been asked to confirm that the current council could still be the qualifying body as currently do not have 2/3rds membership. Awaiting feedback from ESBC.
- Cllr Whorwood thanked the Neighbourhood Development Planning Group for all their work.

## 69. Matters of Report

### i. **War Memorial**

The Clerk reported that due to other commitments she had made no progress with this project.

### ii. **Outdoor Gym**

The Clerk reported that a contractor had been selected and a site visit of potential areas to site the equipment had taken place. Discussions now on-going with the Village Hall Committee in order to agree siting of equipment near to the Village Hall. Feedback to be provided after the next Village Hall meeting.

### iii. **Footpath off School House Lane**

The Clerk reported that the contractor had been selected to do this work and hopefully should be on site shortly. Before work starts notices will be put up to advise people to take an alternative route for a couple of days.

### iv. **Village Gateways**

Gateways now in place. Cllr K Baker commented that one of the gates on the Uttoxeter Road did not have any signage on it and therefore didn't stand out. The Clerk explained that this could be used for temporary signage eg Best Kept Village or Horn Dance Day. Concern also raised over the grass length. The Clerk said that the village grounds man could be asked to strim around the gateways.

### v. **HS2**

The Clerk reported that Mr R Knight had attended the Select Committee hearing in London. The outcome of this was still awaited.

## 70. Planning

### Applications

**1203 - P/2019/00515: Froggys Farm, Ashbrook Lane, Abbots Bromley, WS15 3FA** Erection of an agricultural building for the storage of fodder and machinery  
 Received: 14/05/19    Reply due: 04/06/19    No Objections

## Decisions

### Agreed

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

**1188 - P/2019/00243: Abbots Bromley Village Hall, Bagot Street, Abbots Bromley, Staffordshire** Felling of 1 Field Maple tree, 1 Cherry tree and 3 Sycamore trees and crown reduction in height by 1 metre of 1 Holly tree

**1200 - P/2019/00296: Proposed Barn Conversion, Ashbrook Farm, Orange Lane, Bromley Hurst, Abbots Bromley, Staffs.** Prior approval for the conversion of barn to form single dwelling (amended plans and description)

### 71. Finance Matters

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

09/1840	ABSA	500.00	Section 137 grant
10/1841	AB First Responders	850.00	Section 137 grant
11/1842	ABPCC	500.00	Section 137 grant
12/1843	AB Guides	150.00	Section 137 grant

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

Vch/Chq	Payee	Amount	Details
13/1844	Sarah Meads	576.99	Salary for May, new pay rate of £11.22/hr
14/1845	SCC Pension	210.96	Pension May
15/1846	Sarah Meads	11.80	Expenses
16/1847	Reprotec	57.17	Photocopying costs
17/1848	Glasdon UK Ltd	2548.46	New village gateways
18/1849	G McCulloch	500.00	Grounds Maintenance

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3905.38

**RESOLVED:** Councillors approved these payments, however, it was noted that cheque signatures had not yet been approved by the bank and therefore could not be signed at this stage.

#### ii. Monthly Finance Report

The Clerk reported that this is not yet available due to the meeting being much earlier in the month.

### 72. Group Reports

#### i. Recreation

The Clerk reported that the cracks were still in the Nuttery Playground and that a wetpour filler was available to purchase on line. Councillors asked it was possible to get a quote from a contractor to do the work.

**RESOLVED,** that the clerk would obtain a quote.

#### ii. Village Property

Nothing to report

**iii Traffic, Parking & Highways**

It was reported that road signs are covered by overgrowth, particularly on Lichfield Road. Cllr Taylor-Brown said that there is a footpath on Lichfield Road that looks like it is no longer walkable as there is a gate in front of it and the sign has fallen over.

**RESOLVED:** *that the Clerk should report to appropriate authorities.*

The condition of some of the lanes was also discussed, in particular School House Lane/Woodmill Lane. Grass verges broken down and also the road surfaces. Traffic speed around the lanes discussed. The Clerk said that in the past she had discussed the option of obtaining "Slow Horses" signage for the lanes and it may be worth asking SCC to consider this request again for lanes used by horse riders and pedestrians

**iv Competitions**

Best Kept Village was discussed. It was agreed to try and get more people involved in the village tidy ups. Possibly strim around the Crown Car Park. Weed killer to be applied when weather permits to highways areas. The Clerk to ask for handover notes to be passed from Mrs Appleby to Cllr Taylor-Brown.

**v. Newsletter**

The next Bulletin would be out towards the end of June/early July. Articles to be forwarded to the Clerk for inclusion.

**vi. Village Hall**

Nothing to report

**vii. ABSA**

Nothing to report

**73. Correspondence, bulletins and reports**

- SPCA Bulletin

**74. Agenda Items for the next meeting**

Co-option of new councillors, Horn Dance, HS2, Neighbourhood Development Plan

**75. Date, time and place of future meetings**

Wednesday, 26<sup>th</sup> June, 2019, 7.00pm, Abbots Bromley Village Hall.

Signed \_\_\_\_\_

Date 26<sup>th</sup> June 2019

# ABBOTS BROMLEY PARISH COUNCIL

## Monthly Planning Report June 2019

### Applications

**1208 - P/2019/00634: Clematis Cottage, Lichfield Road, Bromley Hurst, Abbots Bromley, Staffordshire, WS15 3BA** Erection of a detached garage with attic study and new entrance gates.

Received: 07/06/19     Reply due: 28/06/19

**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

Received: 07/06/19     Reply due: 28/06/19

**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.

Received: 20/06/19     Reply due: 11/07/19

**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

Received: 20/06/19     Reply due: 11/07/19

**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

Received: 20/06/19     Reply due: 11/07/19

### Decisions

#### Agreed

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



**1198 - P/2019/00322: Goats Head, Market Place, Abbots Bromley, WS15 3BP**

Listed Building Consent for the refurbishment works to the premises including fixed seating in bar areas, new cubicles in toilets, external servery in existing outbuilding, block up window to ladies toilet, restoration of timber floors, and new gates

**1199 - P/2019/00421: Goats Head, Market Place, Abbots Bromley, WS15 3BP**

Installation of replacement gates and minor alterations

**1202 - P/2019/00429: Froggys Farm, Ashbrook Lane, Abbots Bromley, WS15**

**3FA** Formation of a slurry store

# Abbots Bromley Parish Council

Report on Clerk's conduct of Parish Council Business 16<sup>th</sup> May to 26<sup>th</sup> June 2019

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

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

<i>Vch/Chq</i>	<i>Payee</i>	<i>Amount</i>	<i>Details</i>
19/1850	Sarah Meads	576.99	Salary for June,
20/1851	SCC Pension	179.41	Pension contribution for June
21/1852	Sarah Meads	62.60	Expenses
23/1853	G McCulloch	1125.00	Grounds & General Maintenance
24/1854	AB Village Hall	69.00	HS2 & NDPG meetings
25/1855	SPCA	35.00	Training Course
26/1856	ABSA	25.00	Donation for Jubilee Cup Certificate
27/1857	Information Commissioner	40.00	Data protection fee

## C Record of payments received

Date	Amount	Details
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Signed .....

Chair of Parish Council

Date .....