Minutes of the Parish Council Meeting held on Wednesday, 30 March 2005 at 7.30 p.m. in the Village Hall. Abbots Bromley, pursuant to notice having been given.

<u>Present</u>: Cllrs: PJ Charles (Chairman), DT Eatough, AE Elkington, RT Esling,

L Fox, RSV Jarman, KA McLoughlin

Also present: EA Roy (Clerk)

<u>Apologies for absence</u>: Apologies were received and accepted from Cllr Needham and also received from Cllr Cook and Borough Councillor Fox.

Members of the public attending: David Bradbury, Pauline Bradbury, Robert Payne,
Roy Birch, DW Jackson, Janet Jackson, Margaret Canning, Pat Canning,
Keith Harthill

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Minute 116: Public Session

The Chairman welcomed the members of the public who were present and invited them to speak.

Mr Bradbury explained that he and others were present because of the application submitted for a new house adjacent to 10 Bagots View. His major concern was that this is outside the village envelope and approval would create a precedent for extensive development that would destroy the character of the village. He also believes that the existing access via Schoolhouse Lane is unsuitable for further development and drew attention to the existing traffic demands. He illustrated his point on traffic with recent anecdotes including the issues of overflow parking from the surgery. He also had concerns about potential damage to services resulting from the need for HGVs to mount pavements in Bagots View in order to pass parked vehicles when servicing any construction in the proposed location.

Rev Payne expressed surprise at the application being made and drew attention to ODPM policies that indicated this type of development was unwanted. He had also heard that there might be an application for outline permission for the whole field. He also queried the variety of dates published by ESBC as the end date for comments, and thought the positioning of the advisory notices was unhelpful.

Mr Jackson supported the views expressed by the previous speakers.

The Chairman thanked the members of the public for their contribution. Normal business was resumed at 19:50.

Minute 117: Approve and sign the Minutes of the previous Meetings RESOLVED: That the Minutes of the previous meeting on 23 February 2005 and 2 March 2005 be signed with agreed amendments to minute 112 to clarify meaning.

Minute 118: Declarations of interest

There were no declarations of interest.

Minute 119: Matters arising and matters of report

- **119.1** Circulated documents: No points were raised.
- **119.2 Rural Strategy:** Cllrs Charles, Cook, Elkington and the Clerk met with Gary Sage (ESBC Rural Officer) on 17 March to discuss and provide feedback on the Rural Strategy consultation documents.
- **119.3 Footpath Bridge:** The Clerk has been informed by SCC Rights of Way that the bridge over Tad Brook on Footpath 68 was re-instated in September 2003 a few months after we reported it missing. This was done as part of work to establish the Sabrina Way.
- **119.4 Butter Cross:** SCC (Andy King) reports that Scheduled Monument Consent for the repairs was granted on 14 February. Quotations for the work are now being sought and work should start within the next 6-12 weeks.

Minute 120: Planning

120.1 Applications

390 - LB/01967/058: Coleridge House, High Street: Retention of wall mounted sign

Received: 04/03/05 Replied: 16/03/05 Response: The Parish Council as a whole does not object to this sign, although one Councillor considers the colour and size inappropriate in this setting.

391 - AD/01967/059: Coleridge House, High Street: Retention of wall mounted sign

Received: 04/03/05 Replied: 16/03/05 Response: The Parish Council as a whole does not object to this sign, although one Councillor considers the colour and size inappropriate in this setting.

392 - AD/01967/057: The Chapel Garden, High Street: Retention of post mounted sign

Received: 04/03/05 Replied: 16/03/05 Response: The Parish Council objects to the colour and size of this sign questioning the necessity for this so close to the other sign. They consider it intrusive into the street scene of the conservation area and a detraction from the attractive Chapel building.

393 - AD/05292/018: Adjacent St Raphael's Building, Lichfield Road:

Retention of post mounted sign

Received: 04/03/05 Replied: 16/03/05 Response: The Parish Council raises no objection to this application.

394 - HO/17207/003: 8 Radmore Lane: Erection of a first floor rear and side extension (Amended plans and description)

Received: 10/03/05 Replied: 17/03/05 Response: The Parish Council raises no objection to this amended application.

395 - CU/04235/011: Marsh Farm, Uttoxeter Road: Conversion and alterations to existing barn to form holiday accommodation including the installation of roof lights

Received: 14/03/05 Replied: 29/03/05 Response: The Parish Council raises no objection to this application.

396 - HO/06621/009: 1 Forge Cottages, Lichfield Road: Erection of a conservatory to side of dwelling

Received: 16/03/05 Replied: 31/03/05 Response: The Parish Council raises no objections to this application.

397 - OU/O1551/O05: Land adjacent 10 Bagots View: Erection of a detached dwelling and garage and alterations to existing vehicular access Received: 18/03/05 Replied: 31/03/05 Response: The Parish Council notes that the proposed development would be outside the agreed development envelope and sees no justification within the application for a variation of the envelope. When taken in combination with the existing issues of access and road safety, which already seriously affect Schoolhouse Lane, the Parish Council unanimously opposes this application. Approval of this application would inevitably create a precedent leading to further development requiring access through this already congested area. The precedent of breaking the agreed development envelope would also have serious consequences for the character of the village as a whole.

398 - CN/18945/011: Bromley House, Uttoxeter Road: Demolition of single storey outbuildings

Received: 23/03/05 Replied: 31/03/05 Response: The Parish Council raises no objections to this application.

399 - CU/02131/009: Bagots Park, Dunstall Lane: Change of use of part of agricultural building to Class B8 (storage or distribution)

Received: 29/03/05 Replied: 31/03/05 Response: The Parish Council has no objection to this change of use linked to the brewery and the forecast traffic levels associated with that business. However, an unconditional, unlinked approval could lead to future usage as part of a distribution network with traffic levels unsuitable for this location. The Parish Council therefore opposes any form of approval that would leave this open as an option.

RESOLVED: That the Clerk communicate these responses to the local planning authority.

120.2 Decisions

The following applications have been **AGRED** subject to stated conditions **CU/26439/013**: **Blithe Farm Abbots Bromley**: Conversion of threshing barn to holiday let and installation of septic tank

CU/26439/014: Blithe Farm Abbots Bromley: Conversion of cowshed to holiday let and installation of septic tank

CU/26439/015: Blithe Farm Abbots Bromley: Conversion of cart shed to holiday let and installation of septic tank

CU/26439/016: Blithe Farm Abbots Bromley: Conversion of implement shed and hayloft to holiday let and installation of septic tank

374 - PA/15976/005: Cala Bona, Ashbrook Lane: Demolition of existing bungalow and erection of detached dwelling and garage

No applications have been **REFUSED**

The following application has been **REVISED**

389 - HO/17207/003: 8 Radmore Lane: Erection of a first floor rear and side extension

The following application has been WITHDRAWN

388 - OU/10825/007: Land adjacent The Old Chapel, Hall Hill Lane: Outline application to develop land by the erection of a dwelling

120.3 Correspondence and other planning matters

- 120.3.1 We were invited to address the Planning Committee on the applications for Ivy House and the school Equestrian Centre due for consideration by the Committee on 21st March. After reviewing the detailed recommendations being put to committee, the Chairman and Clerk did not think it necessary to do so on this occasion. A short discussion on the principles to be followed in deciding how to react to future opportunities concluded that these invitations should be communicated by email to Councillors. The next of these was likely to be the wind farm when Cllr Eatough or the Clerk would speak on behalf of the Council.
- 120.3.2 Cllr Fox asked that Councillors be notified when site visits are to be made for planning applications. It was agreed that the Clerk would alert Councillors by email when he knew that site visits were expected.

Minute 121: Financial Matters

121.1 Financial report

The Clerk introduced the financial report for March.

RESOLVED: That the statement be approved and the Chairman sign the report.

121.2 Report on payments made since the last meeting

The Clerk introduced the schedule of payments made since the last meeting.

| Vch/Chq | Payee | Amount | Details | Powers |
|---------|------------------|--------|-------------------------------|------------------|
| 75/658 | Penny Ward | 218.64 | Village agent salary/expenses | [Vital Villages] |
| 76/659 | Graham McCulloch | 225.00 | Devolved maintenance work | LGA 1972, s.101 |
| | TOTAL payments | 443.64 | | |

121.3 Bills to pay

The Clerk introduced the following for payment:

| Vch/Chq | Payee | Amount | Details | Powers |
|---------|------------------|--------|-------------------------|-----------------|
| 77/660 | E A Roy | 23.50 | Web site hosting | LGA 1972, s.144 |
| 78/661 | Under 5s Project | 223.42 | Contribution from RISES | [RISES] |
| 79/662 | K McLoughlin | 4.64 | Newsletter paper | LGA 1972, s.142 |

| Vch/Chq | Payee | Amount | Details | Powers |
|---------|----------------|--------|---------|--------|
| | TOTAL payments | 251.56 | | |

RESOLVED: That these payments be made.

121.4 Section 137 payments

The Clerk reported requests from CPRE and the Scouts and Guides hut committee. He also reported that late presentation of a cheque to Scouts and Guides from March 2004 had been honoured by the bank in February 2005, after the sum had been written off in the Council accounts. Under these circumstances, we treat the payment as a new grant of £450 from section 137 in the current year. This reduces to £371.05 the sum remaining in the budget for s.137.

Cllr Charles and Eatough declared an interest in the Wildlife Trust and Cllr Charles in St Giles Hospice.

| Vch/Chq | Payee | Amount | Details |
|---------|------------------------------|--------|---------------------|
| 80/663 | St Giles | 150.00 | Grant |
| 81/664 | Community Council | 20.00 | Annual subscription |
| 82/665 | Staffordshire Wildlife Trust | 50.00 | Grant |
| 83/666 | Donna Louise Trust | 150.00 | Grant |
| | TOTAL payments made | 370.00 | |

RESOLVED: That the Council, in accordance with its powers under sections 137 and 139 of the Local Government Act 1972, should make the above payments which are, in the opinion of the Council, in the interests of the area or its inhabitants and will benefit them in a manner commensurate with the expenditure.

The Clerk was asked to write to the Scouts and Guides explaining in detail the implications of their actions and the position that the Council now found itself in being unable to make a further grant.

121.5 Other financial matters

- 121.5.1 The Clerk reported that the visit by the Internal Auditor had taken place and his report had been received and was now being circulated. No issues were raised by the interim audit and a further visit will be arranged to deal with year-end items.
- 121.5.2 The Clerk reported that only one estimate (not quotation) had been received for the new notice board and gave details.

RESOLVED: That the Clerk write and place a formal order on the basis of a fixed price.

- 121.5.3 The Clerk introduced notes he had prepared on the subject of Councillors' Expenses. RESOLVED: The Parish Council agrees not to pay the member allowances permitted under the 2003 regulations, and will only reimburse travel costs for journeys outside the Parish. Payment will be made at the current Inland Revenue FPCS rate. The Clerk agreed to draw up a form to be used in making claims.
- 121.5.4 The Clerk introduced some notes and sample application forms to assist in administering grants to Village Action Plan projects.

RESOLVED: That the Parish Council adopts the forms and process for grant application outlined in the notes.

121.5.5 The Clerk introduced a sample application for a start-up grant from the Village Design Statement team.

RESOLVED: That the Parish Council meet up to £50 in expenses for the group in initiating the VDS project.

121.5.6 The Clerk introduced a risk assessment and management paper updating work done in the previous year.

RESOLVED: That the Parish Council adopts the Risk "Assessment and Management 2005" paper as the basis for risk management in the next twelve months.

121.5.7 The Clerk reported that his contract included an annual review of salary (now due) and that this provided for an increase of 1 spinal column point for another year of completed service and a second for achievement of the Certificate in Local Council Administration.

RESOLVED: That the remuneration for the Clerk be increased from SCP17 to SCP 19 on the published national scales, with effect from 1 April 2005.

121.5.8 The Clerk reported that a new national agreement for Clerks had been made between NALC (for the employers) and SLCC (for the Clerks). NALC was encouraging employing Councils to adopt this but the precise implications varied from Council to Council. Cllr Fox proposed that she picked this up as Finance Officer and would investigate options as the basis for discussion with the Finance Working Group.

Minute 122: Group Reports

122.1 Recreation

An annual inspection report on the Millennium Green equipment has been received. The Clerk was asked to enquire whether further details on the "finger trap hazard" could be provided. A decision on whether additional bark is required will be made after the existing fill has been aerated.

122.2 Village Property

See above report (Minute 119.4) relating to the Butter Cross.

122.3 Traffic, Parking, Highways

The speed gun is faulty and has to be returned to the USA for repair. The Clerk passed on some information from Richard Rayson including future plans involving closure of the Burton Road. He was asked to invite Richard Rayson to the next meeting to discuss these proposals.

122.4 Competitions

Cllr Elkington reported that he had met with the new head teacher at RCFS who would supply posters after Easter. She is also interested in promoting the history competition and Cllr Elkington is seeking to help with information. The WI has volunteered to do some work as part of a centenary project. Cllr Charles reported that the tape by Rags and Riches was serving a purpose of preventing staining from tar oozing from the pole. They were awaiting action from BT. Cllr McLoughlin reported that she had seen planters in Yoxall that seemed to be an effective display but others thought these may have been for a special event.

122.5 Newsletter

Nothing to report.

122.6 School Governor's Report

Cllr Eatough reported that there seemed to be an overspend in the final quarter, with implications for the coming year. The invitation to nominate an LEA Governor was noted, but no suggestions were forthcoming.

122.7 Village Action Plan

See earlier discussion on financing projects. An initial meeting has taken for small businesses and a project may be initiated from this.

122.8 RISES

Cllr Fox reported that with the last payment finally having been made, the RISES committee were now awaiting details from ESBC for the second half year.

122.9 Community First Responders

Cllr Esling reported that the group was meeting the first Thursday in each month to review how things were going. As a result of calls to neighbouring parishes, requests for support from those Parish Councils would be made. The issue of speed travelling to calls was raised and Cllr Esling said he would feed back comments to the group. First Responders are in the position of being able to refuse to take calls if they believe it is inappropriate to do so. Recruiting further people to train is now a key task.

122.10 Village Hall

Cllr Cook has reported that the issue of noise from the Line Dancing has been passed on to the Management Committee. He has received an assurance that they will ask the organiser to move their equipment into the Green Room.

Minute 123: Correspondence, bulletins and reports

- 123.1 ESBC has written inviting items for the agenda of the next Parish Councils' Forum (taking place on Wednesday 8th June). Feedback is requested by 13 May.
- 123.2 SCC has written inviting the Council to participate in a consultation on local public transport. Noted.
- 123.3 ESBC has advised dates for bulk waste collections are 11 June, 6 August, 3 September and 22 October. They will not be fly-posting these as in the past due to new regulations. They also invite participation in trial collections of textiles and shoes for re-cycling.
- 123.4 SCC has written inviting the Council to nominate an LEA governor for RCFS. See above.
- 123.5 CPRE advises that they are seeking suitable environmental projects to be considered for their "Youth and Merit Awards".
- 123.6 Alun Michael has written extolling the value of Quality Councils and a copy of the letter was distributed at the meeting.
- 123.7 The Management Committee of the Village Hall have invited us to attend their AGM at 7.30pm on Wednesday 6 April 2005.

123.8 SPCA has written with details of a number of training events in April and May. They also forwarded details of a Clerk's vacancy in Norton Canes.

Minute 124: Parish Assembly

- 124.1 Cllr Fox reported that the person nominated had indicated their willingness to receive the Jubilee Cup. It was agreed to include a review of the basis for the award at a future meeting.
- 124.2 A short discussion of a proposed list of speakers and invitees provided feedback to the Clerk for use in making preparations for the Assembly.
- 124.3 The possibility of adapting the format to be more forward looking was mentioned and could be considered at a future date.

Minute 125: Standing Orders

The Clerk reminded members that a resolution to revise the Standing Orders was proposed, seconded and adjourned at the last meeting. Copies of the proposed new orders had been circulated with the agenda. Following a comment by Cllr Eatough, there was a discussion on how debate at Council meetings could be managed to achieve a more efficient conduct of business.

RESOLVED: That the Parish Council adopt the revised Standing Orders with immediate effect and that a future agenda consider how these could be applied, or updated, to achieve more rapid transaction of the business on the agenda.

Minute 126: Quality Council

- 126.1 The Clerk was congratulated by members of the Council on achieving his Certificate in Local Council Administration with a distinction.
- The Clerk gave a brief summary of the steps already taken towards achieving Quality Status and those still to be completed. Applications received by SPCA up until 7 May would be considered at the June meeting. Cllrs Elkington and Charles agreed to work with the Clerk (and Cllr Esling if available) to complete the application.

Minute 127: Items for agenda of next meeting

Final planning for the Parish Assembly Issue of A-boards used for pavement advertising

The Meeting concluded at 22.30 pm.

Minute 128: Date, time and place of next Meeting

It was agreed that the next meeting should be held at 7.30pm on Wednesday 27 April 2005 in the Memorial Room at the Village Hall.

| Chairman | Date: |
|----------|-------|