

FORSBROOK PARISH COUNCIL

MINUTES OF COUNCIL MEETING HELD ON MONDAY 16th JANUARY 2012 AT BLYTHE BRIDGE AND FORSBROOK VILLAGE HALL.

MEMBERS PRESENT: Councillor Mrs. G. Burton (Chairman),
Councillor J. W. Burgess,
Councillor Miss S. Farr,
Councillor P. Jones,
Councillor Miss J. P. Morris,
Councillor A. J. Mould
Councillor Mrs. P. Shufflebotham,
Councillor A. E. Wilson.

IN ATTENDANCE: Mrs. C. J. Snape (Clerk),
Press Officer (1)
Members of the public (3).

1. APOLOGIES FOR ABSENCE.

Apologies were received from Councillor J. W. Cornwall, Councillor Mrs. C. R. Hopley, Councillor F. J. Hopley, Councillor Mrs. N. A. Stanier, Councillor B. Yates and County Councillor W. Day.

2. DECLARATIONS OF INTEREST.

Item	Member declaring interest	Nature of interest
SCC Rights of Way Issues	Councillor Mrs. P. Shufflebotham	Personal – Daughter employed by SCC in the Rights of Way Department.
Planning application 00990/OUT	Councillor Mrs. P. Shufflebotham	Applicant known.
SCC Highways Issues	Councillor P. Jones	Personal – SCC Highway Officer Mary Anne Raftery – personal friend.

Standing Orders were suspended.

3. OPEN SESSION.

3.1 Residents Issues.

3.1.1 Planning application 01024/FUL – 50 Caverswall Road, Blythe Bridge – replacement domestic garage.

A resident advised that the above application has been approved but that no conditions have been set regarding future use of the building.

Chairman Councillor Mrs. G. Burton said that Forsbrook Parish Council has not yet received official notification of the above planning decision and pointed out that the Parish Council can only request conditions against planning approvals and has no legal remit to impose them.

3.1.2 Burglaries.

A resident reported that he had heard that there have been two recent burglaries in the Parish and that the police have caught the criminals.

3.2 County Council Report.

As County Councillor W. Day could not attend the meeting he sent the following update on outstanding issues.

- a) Footway surfaces – Uttoxeter Road.
An inspection has been carried out and the condition of the footway noted.
- b) Removal of the Parking Bays opposite The Late Shop.
No paper work regarding the above can be found in the Safer Routes to School documentation and Council need to make a formal request for these to be removed as they form part of a traffic regulation order.
It was **agreed** to request the removal of these parking bays. The clerk added that she was sure she had paper evidence regarding the above issue together with Staffordshire County Council's official response.

Councillors asked if the clerk could liaise with County Councillor W. Day regarding an update on the following:

- Provision of grit bin, adjacent to Blythe Bridge Methodist Church.
- Proposed work on the sinking of Cheadle Road adjacent to Britannia Building Society.
- Footway surface from Portland Drive to Forsbrook Parish Cemetery.
- Resurfacing of Cheadle Road (Promised in 2012).

Standing Orders were reinstated.

4. INFORMATION AND REPORTS FROM REPRESENTATIVES ATTENDING 'OUTSIDE' MEETINGS'.

There were no reports from outside meetings.

5. TO APPROVE DRAFT MINUTES OF:

Council Meeting of 19th December 2011.
Cemetery Committee Meeting of 3rd January 2012.
Environment Committee Meeting of 3rd January 2012.
Finance Committee Meeting of 3rd January 2012.

RESOLVED:

- **To approve and sign the minutes as a correct record.**

6. MATTERS ARISING FROM MINUTES.

There were no matters arising from the minutes.

7. CLERK'S REPORT.

7.1 Agenda enclosures, correspondence outgoing and emails not detailed as separate agenda items were noted.

7.2 Dates of 'outside' meetings as detailed below were noted:

Staffordshire County Council – Watchdog Forums: 23rd January, 16th April, 16th July and 15th October 2012 – 10am-12pm at St. Edwards Church, Church Street, Leek,

7.3 The following circulation material was received and noted:

- Rural Services Network – Weekly News.
- NALC – Direct Information Service – Issue No. 774
- Staffordshire 3rd Sector Network E-Bulletins.
- Clerks & Councils Direct – January 2012.

8. CORRESPONDENCE:

8.1 Staffordshire Moorlands Parish Assembly – subject: Meeting of 8th December 2011.

Copy of the minutes of the above meeting together with the presentations and Localism Act hand out were received and noted.

8.2 Staffordshire Moorlands District Council – subject: The Queen's Diamond Jubilee.

It was **agreed** to advise Staffordshire Moorlands District Council that the Parish Council is planning to purchase and improve an area of scrubland adjacent to the Recreation ground, which will be named 'Jubilee Gardens' and will incorporate the official planting of a tree.

The clerk reported that the Blythe Bridge Historical Society will be arranging a conducted walk around Caverswall on 5th June 2012 to mark the Queen's Diamond Jubilee.

8.3 NALC – subject: Briefing dated 16th December 2011 – The Queen's Diamond Jubilee Beacons.

It was **agreed** to advise the Chairman of NALC that the Parish Council will not be taking part in the lighting of a Beacon on Monday 4th June 2012 but will be embarking on a lasting project, as outlined above.

8.4 Staffordshire Moorlands District Council – subject: Churnet Valley Masterplan – Options Consultation.

Copies of the above consultation document were received and noted.

Chairman Councillor Mrs. G. Burton reported that the Churnet Valley Masterplan does not directly affect Forsbrook Parish Council and that Parishes who are affected are meeting to discuss the masterplan and make representations.

Further information about the Churnet Valley Masterplan and all of the supporting documentation can be found at: www.staffs Moorlands.gov.uk/churnetvalleymasterplan, Council's Connect offices at Leek and Cheadle or Forward Plans section of the Council who can be contacted on 01538 395570 or by email at forward.plans@staffs Moorlands.gov.uk.

Representations should be returned by 4.45pm on Friday 24th February 2012.

8.5 Community Council of Staffordshire – subject: Best Kept Village Competition 2012.

Copy of the entry form together with accompanying documentation were received and noted.

8.6 Staffordshire Parish Councils' Association – subject: Weekly Updates/NALC Briefings on various issues.

The above documents were received and noted.

8.7 The following general correspondence was noted and appropriate action agreed.

General:

Environment Agency

NALC

Staffordshire County Council

Subject:

Regulations on Cleaning Wheeled Waste Containers.

Employment Briefing.

Putting Families First in Staffordshire.

Information on the above Service.

First Response Service Telephone No.

0800 1313 126. email contact:

first@staffordshire.gov.uk.

Emergency outside office hours

contact Telephone No. 0845 6042 886

email contact: eds.team.manager@

Staffordshire.gov.uk.

More information available by visiting the parents and families page at:

www.staffordshire.gov.uk

Email Exchanges:

Owl Online Watch

Staffordshire Police

Subject:

Details of crime incidents in the area.

Vandalism to Christmas tree and Station flowerbed.

Criminal damage to Library entrance door.

Details of vehicle causing an obstruction in Dilhorne Road, Forsbrook.

Blythe Bridge Railway Station.

Footpath 4a.

Faye Lambert, Community Rail Officer
Staffordshire County Council

Staffordshire Parish Councils' Association

Change of address to: Green Hall
Huts, Lichfield Road,
Stafford. ST17 4LA.

Staffordshire County Council

Highway Defect reports on:
Pot holes; Footway surfaces.

Note: All correspondence/documents are made available to view on the evening of the Council Meeting or by prior arrangement with the clerk.

9. PLANNING.

9.1 Planning Applications:

There were no planning applications to consider.

9.2 Planning Approvals:

There were no planning approvals to note.

9.3 Planning Refusals:

The following planning refusal was noted:

00990/OUT – Land fronting Draycott Old Road, Forsbrook – proposed erection of dwelling and demolition of existing structures.

Reasons: *“The proposed development is considered to be unacceptable as inadequate/insufficient information has been submitted to demonstrate that the principal of a new dwelling on this site would be acceptable. The Flood Risk Assessment submitted with this application does not comply with the requirements set out in Annex E, paragraph E3 of Planning Policy Statement 25 (PPS 25). Therefore, the submitted Flood Risk Assessment does not provide a suitable basis for assessment to be made of the flood risks arising from the proposed development. In particular, the submitted Flood Risk Assessment fails to adequately, or proportionately, assess the flood risk posed both to, and from, the proposed development.”*

9.4 Planning matters.

No planning issues were raised.

10. CEMETERY:

10.1 Cemetery Report.

Councillor Mrs. P. Shufflebotham, Chairman of the Cemetery Committee said that she has been approached by the grantee of burial plot C73 asking if a conifer adjacent to the plot can be cut back. **Agreed** to ask Town and Country Services to carry out any necessary work.

10.2 Cemetery Committee – Minutes dated 3rd January 2012 – pages 107 and 108.

RESOLVED:

- **To approve all the recommendations of the Cemetery Committee.**

10.3 Cemetery Issues.

No cemetery issues were raised.

11. ENVIRONMENT:

11.1 Environment Report.

Chairman Councillor Mrs. G. Burton (Chairman of the Environment Committee) reported that over recent weeks there has been several incidents of vandalism – bedding plants have been uprooted from the railway station entrance flower bed, one set of Christmas tree lights has been cut into 5/6” strips and the controls for operating the automatic library entrance doors have been tampered with.

Agreed to report the above incidents to local police officers and to the British Transport police.

11.2 Environment Committee – Minutes dated 3rd January 2012 – pages 109 and 110.**RESOLVED:**

➤ **To approve all the recommendations of the Environment Committee.**

11.3 Environment Issues.

Issue	Action
Pot holes adjacent to the railway level crossings on Uttoxeter Road, Blythe Bridge.	The clerk confirmed that these have been reported to Network Rail and an incident number provided.
Pot hole junction of Stallington Road/Cheadle Road/Uttoxeter Road, Blythe Bridge.	The clerk confirmed that this has already been reported to the Highways Defects Department but would ask for an update.
Conifers from Travis Perkins land overhanging the rear of properties on Uttoxeter Road, Blythe Bridge.	Request Travis Perkins to undertake an inspection.
Fly posting	Report incidents to Staffordshire Moorlands District Council.
Parking of vehicles on grass verges in Dilhorne Road, Forsbrook.	Report to Staffordshire County Council Highway Defects Department.
Youth congregating in Draycott Old Road, Forsbrook.	Notify local police officers.
Inconsiderate parking.	Continue to report to local police officers and Staffordshire Moorlands District Council Parking Enforcement Department.
Street light adjacent to the Notice Board in Forsbrook Square not working.	Report to Staffordshire County Council Highway Defects Department.
Change in recycling waste.	Several residents have complained to Staffordshire Moorlands District Council because their recycling bins were not emptied. Cardboard can no longer be disposed of in the garden waste recycling bins. It was noted that larger recycling bins for bottles, cans and now cardboard can be provided.

12. FINANCE:

12.1 It was noted that the bank balance as at 31st December 2011 was:

Community Direct Account	105160.58
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9.2 January 2012 accounts.

The following accounts were submitted for payment:

Cheque No.	Supplier	Net	VAT	Gross
402145	SMDC	1216.00	243.20	1459.20
402146	Town and Country Services	343.00	68.60	411.60
402147	Christine J. Snape	890.75		890.75
DD	Eon	40.00		40.00
Total		2489.75	311.80	2801.55

RESOLVED:

- **To approve payment of January 2012 accounts.**

12.2 Finance Committee – Minutes dated 3rd January 2012 – pages 111 and 112.

RESOLVED:

- **To approve all the recommendations of the Finance Committee. and to set a precept of £46000.**

12.3 Internal Auditor.

RESOLVED:

- **To appoint Mr. David Ingman as the internal auditor for accounting period 1st April 2011 to 31st March 2012.**

12.4 Name badges for Councillors.

It was **agreed** to arrange for Councillors to have name badges with magnet fixings
-Executive badges £6.25 each plus VAT plus £4.00 post and packing.

The meeting concluded at 8.30pm.

Clerk to the Council

Chairman