

## **FORSBROOK PARISH COUNCIL**

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### **MINUTES OF COUNCIL MEETING HELD ON MONDAY 19th MARCH 2012 AT BLYTHE BRIDGE AND FORSBROOK VILLAGE HALL.**

**MEMBERS PRESENT:** Councillor Mrs. G. Burton (Chairman),  
Councillor J. W. Cornwall,  
Councillor Mrs. C. R. Hopley,  
Councillor P. Jones,  
Councillor Miss J. P. Morris,  
Councillor A. J. Mould  
Councillor Mrs. P. Shufflebotham,  
Councillor Mrs. N. A. Stanier,  
Councillor A. E. Wilson.

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

#### **1. APOLOGIES FOR ABSENCE.**

Apologies were received from County Councillor W. Day, Councillor Miss S. Farr, Councillor J. W. Burgess, Councillor F. J. Hopley and Councillor B. Yates.

#### **2. DECLARATIONS OF INTEREST.**

<b>Item</b>	<b>Member declaring interest</b>	<b>Nature of interest</b>
SCC Rights of Way Issues	Councillor Mrs. P. Shufflebotham	Personal – Daughter employed by SCC in the Rights of Way Department.
SCC Highway Issues	Councillor P. Jones	Personal – SCC Highway Officer Mary Anne Raftery personal friend.

**Standing Orders were suspended.**

#### **3. OPEN SESSION.**

##### **3.1 Residents Issues.**

Two residents attended the meeting to voice how upset they were to find that unauthorised items have been removed from their burial plot – C252.

Chairman Councillor Mrs. G. Burton explained the reasons behind the regulations for Forsbrook Parish Cemetery with health and safety and equality having to be considered. She went on to explain that before anyone is interred the next of kin namely the grantee of the burial plot signs to say they will adhere to the regulations and again signs to the same effect when applying for a memorial. The rules are also clearly displayed in the cemetery. Council **agreed** that the current regulations remain in force.

The residents left the meeting with arrangements in place that they collect their personal items on Wednesday 21<sup>st</sup> March.

Chairman Councillor Mrs. G. Burton went on to explain that on Friday 16<sup>th</sup> March the clerk was verbally abused for carrying out the instructions of Council when removing unauthorised items. Obviously this was very unpleasant and proposed that in future should anyone approach the clerk or Councillors they must not enter into any debate other than to request that the grantee of the burial plot write in to Council with any concerns. The Council can then respond in writing. **Agreed.**

### 3.2 County Council Report.

In the absence of County Councillor Day there was no report but he had sent a message to say that suggested improvements to the Uttoxeter Road/Cheadle Road/Stallington Road junction went before the Strategic Management Board in March for consideration but no decision has yet been made. County Councillor W. Day will continue to press for these improvements.

Councillor Mrs. P. Shufflebotham reported that Staffordshire County Council has advised a resident that Cheadle Road is due to be resurfaced in July 2012 during the school summer holidays.

**Standing orders were reinstated.**

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

Chairman Councillor Mrs. G. Burton and Councillor A. J. Mould attended the Parish Assembly meeting on 8<sup>th</sup> March 2012 and minutes from the meeting will be forwarded to the Parish Council.

## 5. TO APPROVE DRAFT MINUTES OF:

**Council Meeting of 20<sup>th</sup> February 2012.**

**RESOLVED:**

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

## 6. MATTERS ARISING FROM MINUTES.

6.1 Minutes dated 20.02.12 – Page 129 – Agenda item 11.4 – subject: pot holes adjacent to Blythe Bridge Level Crossings.

It was noted that there is a temporary road traffic regulation order (road closure on the A521), which will come into operation on Saturday 21<sup>st</sup> April at 22.00 to allow work to repair the potholes. It is anticipated that the works will be completed on Sunday 22<sup>nd</sup> April 2012 at 10.00.

## 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:  
CPRE – Seminar on 'Supporting Communities and Neighbourhoods in Planning' – Tuesday 20<sup>th</sup> March 2012 – 9.30-16.30 at The Chetwynd Centre, Newport Road, Stafford. ST16 2HE.

7.3 The following circulation material was received and noted:

- NALC – Direct Information Service – Issues No. 778 and 779.
- Staffordshire 3<sup>rd</sup> Sector Network E-Bulletins.
- LCR Online.
- Staffordshire Wildlife Trust E News.
- Rural Services Network Online.
- Staffordshire LINK – Volume 3.
- Clerks & Councils Direct – Issue 80.
- Came & Company – Details on New Charity & Not-for-Profit Scheme.
- Staffordshire County Council Online Newsletter.
- Local Council Review – Spring 2012.
- Staffordshire Moorlands District Council – 'Outside, Active and Healthy' Spring/Summer edition.
- Staffordshire County Council – Your Staffordshire March 2012 edition.

## 8. CORRESPONDENCE:

8.1 Staffordshire Moorlands District Council – subject: Moorlands Together Spring/Summer Neat and Tidy Events.

It was noted that the District Council is encouraging more community individual groups, Town/Parish and District Councillors to work together to take part in their own 'Spring/Summer Neat and Tidy Events' during the months of April, May, June, July and September.

It was **agreed** to carry out the above initiative in June and to liaise with Staffordshire Moorlands District Council regarding a suitable date and their involvement with regard to washing down bus shelters, litter bins and removing collected litter. It was also **agreed** that when a date has been finalised to advertise the event in the local press so that community groups/ residents can take part.

8.2 Staffordshire County Council – subject: Diamond Jubilee Celebrations.

It was noted that Staffordshire County Council is doing everything it can to support Parish Councils and other local community groups in their arrangements to mark the above occasion. Normal fees and insurance requirements associated with administrating this kind of activity will be removed. Community Highway Liaison Officers (telephone 0300 111 8000) will be made available to advise on the most appropriate locations for community tributes within the highway and to offer guidance on things such as suitable tree species and aftercare.

- 8.3 The Blythe Bridge and Forsbrook Village Hall – subject: Public Meeting of 22<sup>nd</sup> February 2012.

Minutes of the above meeting were received and noted.

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

The above documents were received and noted.

- 8.5 The following general correspondence was noted and appropriate action agreed.

**General:**

Staffordshire Police Authority

**Subject:**

Forthcoming changes to the governance of policing. Further information available on: [www.staffordshirepoliceauthority.org.uk/](http://www.staffordshirepoliceauthority.org.uk/) commissioners .

**Email Exchanges:**

Owl Online Watch

Staffordshire County Council

**Subject:**

Details of crime incidents in the area.

Alert Warnings on Jequirity Bean Bracelets; Charity Clothing Collections; iTunes scam.

Request for large 'No Horses' signs.

Update/photographs on scrubland work.

Reports on: Vandalism/anti social behaviour.

Staffordshire County Council

Staffordshire County Council

Staffordshire Police

Staffordshire County Council (Highways)

Report on the following highway issues: Pot holes; overgrown hedge; grit bin for Scarratt Drive, Forsbrook.

Staffordshire Moorlands District Council

Report on fly tipping, request for highway litter collections and dog fouling in Bogs Lane, Blythe Bridge.

Staffordshire Moorlands District Council

Dog Fouling Campaign.

Staffordshire Moorlands District Council

Parish Council meeting dates.

Staffordshire Moorlands District Council

Community Payback work.

County Councillor W. Day

Fencing – Lavender Avenue, Blythe Bridge.

Uttoxeter Road/Cheadle Road/Stallington

Road crossroads update request.

Staffordshire Wildlife Trust

Events.

Blythe Bridge and Forsbrook Village Hall

Dog fouling on scrubland.

Rail Community Partnership Officer

Volunteers/funding for additional flower planters.

Post and Times

Plant watering tendering advert.

Staffordshire and West Midlands Probation

Suitable work at Forsbrook Parish Cemetery.

Simoney Badges

Design approval/proforma invoice.

SPCA	Response to planning applications question regarding plans being made available to Parish Councils.
Knights Solicitors llp	Resolution – agreeing acting representatives for legal documents for scrubland land transfer.

**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:

00142/FUL – 224 Uttoxeter Road, Blythe Bridge – proposed first floor side extension to form bedroom and ensuite including rear balcony.

00173/FUL – 192 Uttoxeter Road, Blythe Bridge – proposed two storey side extension with new roof over existing sun lounge to rear of property.

00041/FUL – The Leash, 51 Caverswall Road, Blythe Bridge – two storey side extension.

00206/FUL – 25 Cedar Avenue, Blythe Bridge – proposed rear and side single storey extensions. Note: Planning Department have amended the above address to 23 Cedar Avenue, Blythe Bridge.

00203/FUL – The Bungalow at The Limes, Cheadle Road, Blythe Bridge – detached garage.

0115/FUL – Hollyvilla, 209 Uttoxeter Road, Blythe Bridge – two storey rear extension.

00177/OUT – land know as Westview, Quabbs Lane, Forsbrook – erection of dormer bungalow.

Chairman Councillor Mrs. G. Burton briefed members on the planning applications and raised certain issues.

**RESOLVED: To respond to the above planning applications as follows:**

**00142/FUL – to register no concerns providing the scale and design is in keeping and the privacy of adjacent neighbours is not compromised, particularly in view of the fact that the extension will be very close to the boundary line.**

**00173/FUL – to register no concerns providing the scale and design is in keeping, that adequate off road parking is maintained and that the privacy of adjacent neighbours is not compromised.**

**00041/FUL – to make no comments as no planning documents have been received and the planning reference number is the same as the planning refusal detailed below – Stanley Croft, 47 Caverswall Road, Blythe Bridge.**

**00206/FUL – to register no concerns providing the scale and design is in keeping and the privacy of adjacent neighbours is not compromised.**

**00203/FUL – to register concern regarding the over development of this site as this is the fifth application – previous approved applications being conversion of coach house, erection of bungalow; garage to coach house; conversion of one semi into two semi's.**

**00115/FUL – to register no concerns providing the scale and design is in keeping and the privacy of adjacent neighbours is not compromised.**

**00177/OUT – to register concerns regarding this outline proposal as the site is within green belt/special landscape with very poor access, which could raise highway issues.**

9.2 Planning Approvals:

There were no planning approvals to note.

9.3 Planning Refusals:

The following planning refusal was noted:

00041/FUL – Stanley Croft, 47 Caverswall Road, Blythe Bridge – two storey side extension.

*Reasons:*

*“The proposed extension and alterations, by reason of the siting, location and design would adversely impact on the streetscene which it is sited within. The proposal is considered not to compliment the existing property and is considered to have a detrimental impact on the scale, style and character of the original dwelling that results in the loss of its original identity. The scheme is thus contrary to the provisions of*

*policy B13 of the Staffordshire Moorlands Local Plan as well as policy D2 of the Staffordshire and Stoke-on-Trent Structure Plan and National Planning Policy Guidance in the form of PPS1 – Delivery Sustainable Development.”*

9.4 Planning matters.

It was noted that a planning appeal has been lodged (APP/B3438/A/12/2170168/NWF) against the refusal of planning application reference 00868/FUL to retain agricultural/horticultural access drive, parking/loading area at land adjacent to Thornley, Boundary.

## **10. CEMETERY:**

10.1 Cemetery Report.

Councillor Mrs. P. Shufflebotham, Chairman of the Cemetery Committee said she had no matters to bring to the attention of Council.

10.2 Cemetery Issues.

No cemetery issues were raised.

## **11. ENVIRONMENT:**

11.1 Environment Report.

Chairman Councillor Mrs. G. Burton (Chairman of the Environment Committee) gave the following report:

Watering of Planters.

Council has advertised for tenders and one contractor has expressed an interest. A quotation is awaited.

Bus Shelter, Cheadle Road, Forsbrook (Opposite Bridgwood Road).

This has again been vandalised. Photographs have been taken and emailed to the police together with specific time scales.

Telephone Kiosk on the junction of Uttoxeter Road and Cheadle Road, Blythe Bridge.

This was damaged overnight on Thursday 15<sup>th</sup> March 2012 and there is evidence that the damage has been caused by a vehicle. British Telecom has been advised.

Extra Litter Collections.

The Staffordshire Moorlands District Council litter collector who is contracted by the Parish Council is finding it difficult to cover all the areas designated by the Parish Council. **Agreed** to ask Staffordshire Moorlands District Council if it is possible for the litter collector to do an extra hour per week.

## 11.2 Environment Issues

<b>Issue</b>	<b>Action</b>
Damaged bus shelter adjacent to Travis Perkins, Uttoxeter Road, Blythe Bridge.	Report to Staffordshire County Council Highways Department.
Footpath 5b – evidence of drug use.	Report to local police officers.
Litter – embankment Uttoxeter Road from Tater Lane to Stuart Avenue.	To obtain update from Staffordshire Moorlands District Council.
Taxi hire sign – Pizzaman, Uttoxeter Road, Blythe Bridge.	To ascertain if this sign meets with planning guidelines.
Litter between the hedge and fence – William Amory School, Uttoxeter Road, Blythe Bridge.	Chairman Councillor Mrs. G. Burton said she would again raise the issue with the Headteacher.
Duke of Wellington – cigarette stubs discarded outside their premises.	Report to Staffordshire Moorlands District Council Environment Department.
Goal post sockets on Blythe Bridge recreation ground retaining water and causing the posts to rot.	To consider drilling holes in the sockets when goal posts are not in position.
Footway surface – Uttoxeter Road, Blythe Bridge.	To note that this has been reported and Staffordshire County Council has recognised the poor condition.
Telephone mast – land adjacent to Blythe Bridge Railway Station.	To note that this work is being carried out on 31 <sup>st</sup> March 2012.
Bake Shop, Uttoxeter Road, Blythe Bridge – to note that a white van is regularly causing an obstruction outside the premises in Stallington	Report to local police officers.

Road, Blythe Bridge.	
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Pot holes – adjacent to Blythe Bridge Railway level crossings.	To note that repair work is being carried out on 21 <sup>st</sup> and 22 <sup>nd</sup> April, as reported under ‘matters arising’.
Drains	It was noted that drains in the area are being cleared.
Youth Support litter pick on Saturday 17 <sup>th</sup> March 2012.	This was very successful with 14 children taking part.
Meadow Close, Forsbrook – debris left on road/footway by contractor.	Report to Staffordshire Moorlands District Council.

## 12. FINANCE

12.1 It was noted that the bank balance as at 29<sup>th</sup> February 2012 was:

Community Direct Account	93345.14
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12.2 March 2012 accounts.

Cheque No.	Supplier	Net	VAT	Gross
402154	Knight Solicitors llp	5000.00		5000.00
402155	Fulford and District First Responders	100.00		100.00
402156	Blurton Transport Services Ltd.	165.00	33.00	198.00
402157	Simoney Badges Limited	91.50	18.30	109.80
402158	Cheadle and Tean Times Ltd.	58.50	11.70	70.20
402159	Curry and Bevans Ltd.	188.25	37.65	225.90
402160	Christine J. Snape	892.55		892.55
402161	HM Customs & Excise	766.72		766.72
402162	Christine J. Snape	182.99	24.17	207.16
402163	E.On	65.55	13.11	78.66
402164	Town & Country Services	310.00	62.00	372.00
402165	Town & Country Services	1990.00	398.00	2388.00
402166	Councillor Mrs. G. Burton	250.00		250.00
DD	E.On	65.00		65.00
<b>Total</b>		<b>10126.06</b>	<b>597.93</b>	<b>10723.99</b>

### RESOLVED:

- To approve payment of March 2012 accounts.

## 13. ANNUAL PARISH MEETING:

It was agreed to hold the Annual Parish Meeting on Wednesday 9<sup>th</sup> May 2012 commencing at 7.30pm at Blythe Bridge and Forsbrook Village Hall.

## 14. PURCHASE OF THE SCRUBLAND TO THE REAR OF BLYTHE BRIDGE AND FORSBROOK VILLAGE HALL.

Chairman Councillor Mrs. G. Burton introduced this agenda item which needed to be acted on quickly and reported that the Council's solicitor dealing with the above is James Beardmore of Knights Solicitors, Newcastle and Council need to approve two signatories for the legal documents and proposed herself, as Chairman and the clerk Christine Snape who is the responsible officer for the Council.

Also, in the legal documents the scrubland is referred to as 'parkland' and as all the Parish Council owned land is referred to as 'public open space' proposed that this wording be amended.

Council **agreed** the following resolution:

"At the meeting of Forsbrook Parish Council on Monday 19<sup>th</sup> March 2012 it was resolved that Chairman Councillor Mrs. G. Burton of 29 Jasmine Close, Blythe Bridge, Staffordshire Moorlands, ST11 9RS and Clerk Mrs. Christine Jean Snape of 70 Chapel Street, Moor Green, Forsbrook, Staffordshire Moorlands, ST11 9DA act for and on behalf of the Council with regard to the acquisition of the scrubland to the rear of Blythe Bridge and Forsbrook Village Hall and the signing of the contract, transfer deed and deed of covenant and any other legal requirements".

Council also **agreed** to advise the solicitor to amend the wording on the legal documents from 'parkland' to 'public open space'.

Chairman Councillor Mrs. G. Burton reported that the scrubland has now been cleared and levelled and gravel path installed. The Tree Surgeon is due to carry out all the necessary work on the trees before the end of March and the provision date given for the installation of the play/exercise equipment and bmx track is 12<sup>th</sup> April 2012. Staffordshire Wildlife Trust is due on site in April to install wildflower beds, hand rail fencing and picnic benches/seats. It was agreed, if suitable areas can be identified to install one picnic bench and two bench seats.

The meeting concluded at 8.45pm.

**Clerk to the Council**

**Chairman**