

FORSBROOK PARISH COUNCIL

MINUTES OF COUNCIL MEETING HELD ON MONDAY 16TH SEPTEMBER 2013 AT BLYTHE BRIDGE AND FORSBROOK VILLAGE HALL.

MEMBERS PRESENT: Councillor Mrs. G. Burton (Chairman),
Councillor J. W. Cornwall,
Councillor Miss S. Farr,
Councillor Miss J. P. Morris,
Councillor A. J. Mould,
Councillor Mrs. P. Shufflebotham,
Councillor B. Yates.

IN ATTENDANCE: Residents (2),
Mrs. C. J. Snape (Clerk).

1. APOLOGIES FOR ABSENCE.

Apologies were received from County Councillor W. Day, Councillor Mrs. N. Stanier and Councillor P. Jones.

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.
Foxfield Steam Railway	Councillor A. J. Mould	Personal – volunteer at Foxfield Railway.

3. OPEN SESSION.

Standing Orders were suspended.

3.1 Residents Issues.

No resident's issues were raised.

3.2 County Council Report.

In the absence of County Councillor W. Day, Chairman Councillor Mrs. G. Burton gave the following update with regard to issues raised with him at the last meeting:

Minutes dated 19.08.13 – Page 47 – Agenda item 3.4. Staffordshire County Council reported the sunken grid to British Telecom in May 2013.

Minutes dated 19.08.13 – Page 49 – Agenda item 8.1. Three meeting dates have been offered to Mr. Ash. He will be advised of one further date when the meeting will go ahead and if it is not convenient for him to attend he will be provided with an update.

Standing Orders were reinstated.

4. INFORMATION AND REPORTS FROM REPRESENTATIVES ATTENDING ‘OUTSIDE’ MEETINGS.

There were no reports under this agenda item.

5. DRAFT MINUTES OF: Council Meeting of 19th August 2013.

RESOLVED:

- **To approve and sign the minutes.**

6. MATTERS ARISING FROM MINUTES.

Minutes dated 19th August 2013 – Page 57 – Agenda Item 11.2.

It was noted that Staffordshire Moorlands District Council’s Tree Preservation Officer Steve Massey has verbally advised that the owner of The Furlongs cannot take down the mature trees to the side and front of his property as these are on land belonging to Staffordshire County Council Highways and Moorlands Housing.

It was also noted that no update has been received from Steve Massey regarding the diseased Horse Chestnut trees in Caverswall Road, Blythe Bridge. (Minutes dated 19th August – Page 46 – Agenda item 3.1.3.)

Minutes dated 19th August 2013 – Page 58 – Agenda Item 11.2.

It was noted that the overgrown hedge on Uttoxeter Road, Blythe Bridge adjacent to The William Amory Primary School has been reported to the Headteacher.

Minutes dated 19th August 2013 – Page 58 – Agenda Item 11.2.

It was noted that no update regarding the traffic regulations with regard to vehicles parking in the lay-by adjacent to Chandri Cottage has been received from PCSO Adam Charlesworth.

7. CLERK'S REPORT.

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

7.2 Meetings.

The following meeting dates were noted:

- Staffordshire Moorlands Parish Assembly – Thursday 19th September 2013 at 7.30pm in the Council Chamber, Moorlands House, Leek.
- Staffordshire Playing Fields Association – Annual General Meeting on Wednesday 16th October 2013 at 2.00pm at St. George’s Park Football Academy, Newborough Road, Burton upon Trent.

- Community Council of Staffordshire – Annual General Meeting on 7th October 2013 at 7.00pm at The Oak Room, County Buildings, Martin Street, Stafford.
- SPCA – Re-run of Chairmanship Skills Seminar should members show sufficient interest.

7.3 The following circulation material was received and noted:

- Rural Services Network Online (Note: Newsletters available on: <http://www.rsnonline.org.uk/news>).
- Staffordshire Wildlife Trust – E-news July 2013.
- Public Sector Mapping Agreement – Newsletter August 2013.
- Neighbourhood Watch Newsletter – August 2013.
- Living Well in Staffordshire – Five-Year Plan 2013-2018.

8. CORRESPONDENCE:

8.1 Came & Company – subject: Insurance Premium.

It was noted that the annual premium, due in September 2013 is £2161.92 and that this can be reduced to £2053.82 if Council wishes to sign a new Long Term Agreement until 30th September 2016.

Agreed to sign a Long Term Agreement.

8.2 Stafford Borough Council – subject: Planning and Compulsory Purchase Act 2004 (As Amended), The Town and Country Planning (Local Planning) (England), Regulations 2012 – Regulation 22 Part 3 (b) & (c), Notice of Submission of the Plan for Stafford Borough – Publication.

It was noted that further information on the above is available on www.staffordbc.gov.uk/examination or by contacting the Forward Planning section on 01785 619000.

8.3 Staffordshire Moorlands Parish Assembly – subject: Parish Assembly Meeting of 27th June 2013.

Minutes of the above meeting were received and noted.

8.4 Staffordshire County Council – subject: Bus Service Changes from 1st September 2013.

It was noted that Route 7/7a (Operated by Wardle Transport) Longton-Cheadle will no longer operate and that Dilhorne, Boundary and Brookhouses are now served by X51.

8.5 Mr. Levison Wood – subject: Blythe Bridge Historical Society Newsletter Articles.

It was noted that articles for the joint newsletter have now been submitted.

- 8.6 Councillor Robert Pritchard, Tamworth Town Council – subject: Watchman.

Details of the motion, which Tamworth Town Council adopted to give the Watchman the Freedom of the Borough of Tamworth was noted.

Chairman Councillor Mrs. G. Burton proposed a similar motion – as detailed below:

“In pursuance of the provisions of Section 249 of the Local Government Act 1972, the council permit the holders of the position of Watchman’s handler, Watchman and their successors to hold Honorary Freedom of the Parish of Forsbrook and Blythe Bridge , in recognition of the roles historic service representing the fighting men and women of Forsbrook, Blythe Bridge Staffordshire.”

RESOLVED:

- **To adopt the above motion.**

- 8.7 Eon – subject: Parish Council owned Street Lights.

The annual invoice for the maintenance of the above has been received for payment in September and it was noted that all streetlights are in as new or good condition.

- 8.8 Owl Online Watch – subject: Crime Incidents/Alerts.

Details of the above were noted.

- 8.9 Staffordshire County Council – subject: Watchdog Alerts.

Details of the latest Scams/Warnings in the area were noted.

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

The above documents were noted.

- 8.11 To receive and note general correspondence and to agree action as required.

General:

No additional correspondence

Subject:

Email Exchanges:

Practice Manager, B.B. Surgery.
Staffordshire Moorlands District Council (Steve Massey)
County Councillor W. Day

Subject:

Defibrillator.

Request for tree inspections.
Incident report reference for sunken grid on Uttoxeter Road, Blythe Bridge.
BMX Track
Note: That there is no reason for punctures other than glass left on the track or thorns from nearby bushes.
Allotments.
Commemorative ware for the birth of HRH Prince George of Cambridge.

DT Leisure

Jo Robinson
Norfolk China Limited

Staffordshire County Council

Highway Defects Report.
 Car parked on Highway land adjacent to 80 Cheadle Road, Forsbrook;
 Footway adjacent to the new housing development on The Smithfield Hotel site;
 Highway sign obscured by tree/hedge overgrowth, Stallington Road, Blythe Bridge;
 Roadwork signs left on grass verge, Uttoxeter Road, Blythe Bridge.

Note: All correspondence/documents were 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:

The following planning approvals were noted:

00717/FUL - 27 Caverswall Road, Blythe Bridge – erection of front, rear and side extension.

00672/OUT – 91 Caverswall Road, Blythe Bridge – demolition of tied cottage and erection of a detached dwelling.

00569/FUL – 133 Elmwood Drive, Blythe Bridge – proposed second storey side extension above the existing garage and WC to form two additional bedrooms.

00753/FUL – Duke of Wellington, Blythe Bridge – installation of an ATM pod.

00706/FUL – 35 East Bank Ride, Forsbrook – proposed extension to rear of existing detached bungalow to form ground floor lounge and kitchen extension with dormer over to form additional bedroom with en-suite and dressing room.

00546/FUL – 8 New Close Avenue, Forsbrook – demolition of existing garage and side extension and erection of a two-storey side extension to east elevation and single storey garage to west elevation.

9.3 Planning Refusals:

There were no planning refusals to note.

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 had no matters to report.

10.2 Cemetery Issues.

No cemetery issues were raised.

11. ENVIRONMENT:

11.1 Environment Report.

Chairman Councillor Mrs. G. Burton confirmed that all the arrangements were in place for the official launch of the Jubilee Gardens, BMX track, team swing and cradle swings. Councillor A. J. Mould volunteered to monitor the car parks to ensure that the car park to the Medical Centre was not obstructed.

11.2 Environment Issues.

11.2.1 Charity Fair – June 2014.

It was noted that a request has been received from Mr. Daniel Newton to hold a Charity Fair (vintage cars, stalls etc.) on the recreation ground.

It was **decided** that this would not be acceptable because of possible damage to the football pitch as well as setting a precedent.

11.2.2 CMB - Additional Funding.

It was noted that there is approximately a £6000 under spend in the above funding programme for year 2013 and Forsbrook Parish Council has been asked if they wish to submit a bid.

Agreed to consider projects and discuss ideas with attendees at the official launch on 25th September 2013.

(Note: As there was some urgency in getting the funding bid, quotations etc. to the Leader Programme Manager Ian Jackson before Thursday 26th September 2013, an application form was completed and submitted with all the relevant documents. The Chairman Councillor Mrs. G. Burton and the clerk gave a presentation to the LAG panel members on Thursday 26th September and the application was successful. Orders have been placed for the following:- Aerotilt, Gravity Bowl from Playdale Limited and Fun Ball and Surfboard from Wicksteed Limited and Picnic Tables/Benches from Marmax Limited.

11.2.3 Issues raised:

Issue	Action
Barriers erected at the car park entrance to the Butchers Arms, Forsbrook	Clerk to check if these are on the approved plans. Note: The fencing that has been erected is on the plans and has been approved.
Damage to Wooden footbridge – Well Street, Forsbrook.	It was noted that the damage has been repaired and has also been reported to the police.
Litterbags left around the village.	It was assumed that these were waiting to be collected by SMDC Environment Department. Clerk to monitor to ensure that this is the case.
Motor Bikes – footpath 5a.	It was noted that information is being gathered to enable the police to take action.
Advertising A boards – ‘Fish and Chips’ – locations: (1) Blythe Bridge Railway Station (2) (2) Uttoxeter Road/Cheadle Road junction (3) Bus Stop adjacent to The William Amory Primary School.	Clerk to check with SMDC Enforcement Department to see what the legislation is with regard to this type of advertising.
Pedestrian signal control crossings, Uttoxeter Road, Blythe Bridge – One of the posts has been damaged by vehicle impact.	Clerk to report to Staffordshire County Council Highway Defects Department.

12. FINANCE:

12.1 Bank balance.

It was noted that the bank balance as at 31st August 2013 was:

Community Direct Account	113191.64
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12.2 September 2013 accounts.

The following cheques were presented for payment.

Cheque No.	Supplier	Net	VAT	Gross
402260	Town & Country Services	1144.00	228.80	1372.80
402261	Morgan Fire Protection Limited	37.70	7.54	45.24
402262	EON	648.95	129.79	778.74
402263	Premier 1 (U.K.) Limited	437.50	87.50	525.00
402264	Staffordshire Playing Fields Association	15.00		15.00
402265	Came & Company	2053.82		2053.82
402266	Christine J. Snape	1561.60		1561.60
402267	HM Revenue & Customs	950.80		950.80
DD	British Telecom	103.39	20.68	124.07
DD	EON	50.00		50.00
Total		7002.76	474.31	7477.07

RESOLVED:

- **To approve payment of September 2013 accounts.**

12.3 Auditor's Report.

The following report from the auditor Grant Thornton on the accounts for year ending 31st March 2013 was noted:

“On the basis of our review, in our opinion the information in the annual return is in accordance with proper practices and no matters have come to our attention giving cause for concern that relevant legislation and regulatory requirements have not been met..”

12.4 Donations for year 2013/2014.

Members received a copy of the donations, which had been agreed by Council in 2012 as follows:

DONATIONS - YEAR 2012-2013

Arch (North Staffs) Limited	Donation	50.00
British Red Cross	Donation	100.00
Cheadle Citizens Advice Bureau	Donation	100.00
Cheadle Home Link	Donation	100.00
Cheadle & District Animal Welfare Society	Donation	100.00
Community Council of Staffordshire	Donation	50.00
CPRE	Donation	50.00
Donna Louise Trust	Donation	100.00
Douglas Macmillan Hospice	Donation	100.00
Marie Curie Cancer	Donation	100.00
Mencap	Donation	100.00
Royal British Legion	Donation	100.00
Samaritans	Donation	100.00
Savana	Donation	100.00
St. Johns Ambulance	Donation	100.00
Staffordshire Wildlife Trust	Donation	50.00
Victim Support	Donation	50.00
Vitalise	Donation	50.00
Women's Royal Voluntary Service	Donation	100.00
Longton Central Hall Marching Band	Donation	150.00
Royal British Legion	Poppy Wreaths	66.50
TOTAL		1816.50

Members noted that the cheque for Vitalise had been returned to Council. In view of this it was **agreed** to remove them from the donation list.

Chairman Councillor Mrs. G. Burton proposed increasing the donations to Cheadle Citizens Advice Bureau to £150, Longton Central Hall Marching Band to £250.00 and making a donation to First Responders of £100.

AGREED.

The meeting concluded at 8.10pm.

Clerk to the Council

Chairman