

## **FORSBROOK PARISH COUNCIL**

### **MINUTES OF COUNCIL MEETING HELD ON MONDAY 15<sup>TH</sup> DECEMBER 2014 AT BLYTHE BRIDGE AND FORSBROOK VILLAGE HALL.**

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

**IN ATTENDANCE:** PCSO Adam Charlesworth,  
Residents (8),  
Mrs. C. J. Snape (Clerk).

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

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

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

<b>Item</b>	<b>Member declaring interest</b>	<b>Nature of interest</b>
Staffordshire County Council – William Amory Primary School.	Chairman Councillor Mrs. G. Burton.	Personal – Chairman of Governors at the William Amory Primary School.
Foxfield Steam Railway  Erection of garage – 1 Springfield Drive, Forsbrook.	Councillor A. J. Mould	Personal – volunteer at Foxfield Railway. Resident of Springfield Drive, Forsbrook.
Staffordshire County Council – William Amory Primary School. Staffordshire County Council – Rights of Way Issues.	Councillor Mrs. P. Shufflebotham	Personal – Governor at the William Amory Primary School.  Personal – Daughter employed by Staffordshire County Council in the Rights of Way Department.

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

**Standing Orders were suspended.**

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

##### **3.1.1 Caverswall Road, Blythe Bridge – subject: Surface and drainage issues.**

Residents again raised the above issues and were not happy with the outcome from the recent site meeting (minutes dated 17<sup>th</sup> November 2014, agenda item 4.1, pages 95 and 96 refer) as no definite time scale had been given for the necessary maintenance work.

Chairman Councillor Mrs. G. Burton said that pressure would continue to be put on Staffordshire County Council Highway Officers.

##### **3.1.2 Tesco, Uttoxeter Road, Blythe Bridge – subject: Warburton's delivery vehicles reversing on to Uttoxeter Road, Blythe Bridge.**

The clerk was instructed to bring this to the attention of the Manager of the Blythe Bridge Tesco branch.

### 3.2 Police Update.

PCSO Adam Charlesworth gave the following report on crime statistics for the area:

Crime figures for 18.11.13 to 16.12.13	17 incidents
Crime figures for 17.11.14 to 15.12.14	15 incidents

Eleven incidents from the fifteen have been detected and dealt with as follows:

- an offender has been arrested and is being dealt with for three incidents of criminal damage to motor vehicles.
- offenders arrested for three thefts from motor vehicles.
- offender arrested from a drugs warrant executed in Forsbrook.
- two offenders have been arrested for three incidents of shoplifting from the Co-op and Tesco stores.
- an offender has been arrested for a domestic related incident of violence.

Anti-social behaviour figures for 18.11.13 to 16.12.13	10 incidents
Anti-social behaviour figures for 17.11.14 to 15.12.14	11 incidents

The eleven incidents are made up as follows:

- four complaints of children from the Youth Club congregating in the area and causing a nuisance. (The closure of the youth club should alleviate complaints such as this).
- three complaints relating to licensed premises – unusual for the area but could be related to the time of year. (Licensing Department is aware of these complaints).
- one house party complaint.
- one complaint from Blythe Bridge High School regarding an abusive parent.
- two neighbour disputes.

### 3.3 County Council Report.

In the absence of County Councillor W. Day there was no report.

**Standing Orders were reinstated.**

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

4.1 Chairman Councillor Mrs. G. Burton and Councillor Miss J. P. Morris attended a meeting on 26<sup>th</sup> November 2014 arranged by Network Rail. The purpose of the meeting was to inform the community of Network Rails programme of works for the level crossings on Uttoxeter Road and Stallington Road, Blythe Bridge:

**Blythe Bridge Level Crossings.**

The manually controlled barriers and CCTV on Uttoxeter Road will remain the same with the signals, track and equipment all being renewed. Derby Station control room will still be responsible for monitoring the level crossings.

**Stallington Road Level Crossings.**

These will be changing to a manually controlled barrier system plus an obstacle detector. This is a new system. There will still be full barriers with radar crossings equipment so that the primary obstacle detector, plus the complimentary obstacle detector will activate when the barriers are lowered. There will be no CCTV but there will be six digital video cameras fitted, which will have automatic number plate recognition to allow British Transport police to deal with any incidents. Public telephones will be fitted either side of the track.

### 4.2 SPCA Executive Meeting.

Councillor J. W. Burgess reported that the meeting mainly concentrated on internal issues such as election of Chairman and committee members. He said that he had been re-elected as an SPCA representative for the CPRE but as yet there has been no meetings.

5. **DRAFT MINUTES OF: Council Meeting of 17<sup>th</sup> November 2014.**

**RESOLVED:**

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

6. **MATTERS ARISING FROM MINUTES.**

- 6.1 Minutes dated 17<sup>th</sup> November 2014 – Page 95 – agenda item 3.1.6 subject: Caverswall Road, Blythe Bridge – parking near to the junction with Uttoxeter Road.

The following response has been received from PCSO Adam Charlesworth:

*"I do keep looking at the issues, but I have never found any offences being committed for police to deal with. They are not even parking close to the junction because the entrance to the Vets comes before that. As I've said in the past, it is absolutely no different to the parking that you get down Uttoxeter Road.*

*Traffic that is stopping on the hatch markings on the crossing are actually causing an offence themselves. There is no excuse for them to be stopped in that area at all and I know that the British Transport Police are regularly monitoring that issue and issuing penalties for anyone that is found to be stationary in the hatch marked area as well as trying to dodge the barriers. People who use the excuse that it's because of the parking on Caverswall Road would lose that argument I'm afraid. You can see if the entrance to Caverswall Road is blocked well in advance, so there is no need to stop on the crossings at all – I would suggest that is just poor driving.*

*If you want to either forward these details to any residents complaining, or forward on my contact details on to them, I would be more than happy to speak to them directly."*

The following response has been received from Faye Lambert, Rail Community Officer:

*"Hard to know what to do if there are no yellow lines, of course people will park. Also is it definite that the parked cars are rail commuters? Assume complaints are coming from residents on that road?*

*I will certainly mention this to EMT at our next Management Group meeting and I also think the best way of flagging this up with them as an issue is if you can instruct residents to report this to EMT each time it happens through [getintouch@eastmidlandstrains.co.uk](mailto:getintouch@eastmidlandstrains.co.uk), providing details of date, time etc. They have a duty to respond to all complaints and this will also enable a log to be formed of all the incidents.*

*The other issue is that if vehicles are having to stop on the actual crossing, this could potentially lead to an incident if the barriers closed. The police should report this to Network Rail 24 hour helpline as a safety concern".*

- 6.2 Minutes dated 17<sup>th</sup> November 2014 – Page 95 – agenda item 3.1.3 subject: Caverswall Road, Blythe Bridge – access protection road markings.

The following response has been received from Staffordshire County Council Officer Timothy Buxton.

*"For me to look at the request further the lady will need to fill out an application for an APM, but as I said in my previous email I am not sure this will resolve her issue as I suspect that it is parking adjacent to the drive rather than across it that I think is the issue. An APM will not resolve that.*

*There are some guidelines on the use of APMs that are explained below:*

*Access Protection markings can be used to deter vehicles from parking across an entrance to off-street premises or where the kerb is dropped to provide a convenient crossing place for pedestrians. An Access Protection marking can therefore only be used in conjunction with a dropped kerb and is only advisory. In order that the effectiveness of these markings is not diminished by over use, the guidelines state that they are only to be used where establishments such as public houses, hotels schools, sports grounds, churches etc. generate an excessive amount of on-street parking, or where an applicant has severe mobility problems. At other locations, where the problem of inconsiderate parking by neighbours exists, obstructions on the highway are the responsibility of the local police unit. Further information can be found on:*

<http://www.staffordshire.gov.uk/transport/staffshighways/abouthighways/AccessProtectionMarkings.aspx>".

- 6.3 Minutes dated 17<sup>th</sup> November 2014 – Page 102 – agenda item 11.2 – subject: Collection of refuse bins in Green Lane, Blythe Bridge.

Chairman Councillor Mrs. G. Burton reported that Staffordshire Moorlands District Council Street Cleansing Department were looking into this.

- 6.4 Minutes dated 17<sup>th</sup> November 2014 – Page 102 – agenda item 11.2 – subject: Blocked drains – Co-op Late Shop, Blythe Bridge.

Chairman Councillor Mrs. G. Burton reported that she has spoken to the Manager who has provided contact details for the department concerned and these have been passed on to the clerk.

## 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 date was noted:

Staffordshire Wildlife Trust – Wassailing event on Sunday 11<sup>th</sup> January 2015 – 3.00pm-5.30pm at the Wolseley Centre.

- 7.3 The following circulation material was received and noted:

- Rural Services Network Online (Note: Newsletters available on: <http://www.rsonline.org.uk/news>).
- Staffordshire Wildlife Trust – E-News.
- Staffordshire Wildlife Trust Magazine – Autumn/Winter 2014.
- Staffordshire Moorlands Parish Assembly Newsletter – Issue 7.

## 8. CORRESPONDENCE.

- 8.1 Sir William Cash MP – subject: Staffordshire Moorlands District Council - Site Allocations. Staffordshire County Council – Blythe Bridge Library.

It was noted that Sir William Cash MP has received a response from Staffordshire Moorlands District Council and Staffordshire County Council regarding the above and copies are attached to the minutes for reference purposes.

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

Details of the above were noted.

- 8.3 Staffordshire County Council – subject: Watchdog Alerts.

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

- 8.4 Staffordshire Parish Councils' Association – subject: Weekly Updates.

The above documents were noted.

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

**Correspondence**

Fulford & District Community First Responders

**Email Exchanges:**

Staffordshire Moorlands District Council

Forsbrook Primary School

Blythe Bridge High School

Staffordshire Moorlands District Council

Staffordshire Moorlands District Council

Staffordshire County Council

Staffordshire County Council

**Subject:**

Thank you for donation.

**Subject:**

Complaint re garage erected at 1 Springfield Drive, Forsbrook – matter being investigated by Planning Enforcement – reference number provided SMC/2014/00442.

Successful Firework Display.

Parish Council Office space.

Litterbin – Elmwood Drive, Blythe Bridge.

Fly tipping – Caverswall Old Road, Forsbrook.

Counterfeit 'Frozen' toys.

Highway Defects:

Cheadle Road – overgrown hedge.

Mr. Trevor Bowen  
Staffordshire County Council

Water pooling in Parkway, Forsbrook.  
Concern from Mr. Trevor Bowen regarding  
Water pooling in Parkway, Forsbrook.

**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:

Chairman Councillor Mrs. G. Burton briefed members on relevant information contained in some of the planning application documents (*as listed under each planning application and shown in italics*).

SMD/2014/0745 – 91 Caverswall Road, Blythe Bridge – approval of reserved matters (except landscaping) following outline approval (13/00672/OUT) for demolition of tied cottage and erection of a detached dwelling.

*There does not seem to be any issues to note regarding access, appearance, layout and scale other than a window is proposed in the roof space on the side elevation facing the field, which may raise a privacy concern.*

#### **RESOLVED:**

- **To suggest to the planning officer that a condition of the approval be that the window in the roof space be of obscure glass.**

SMD/2014/0677 – Farm Cottage, Cheadle Road, Blythe Bridge – construction of a dropped kerb.

*There is already driveway access to the property but the owner wishes to make it safer by lowering the kerb.*

#### **RESOLVED:**

- **To raise no concerns providing there is sufficient room within the boundary of the property to provide a turning circle so that vehicles do not have to reverse on to the busy Cheadle Road.**

SMD/2014/0713 – 87 Stallington Road, Blythe Bridge – part single, part two-storey side extension and construction of a raised patio to the front.

#### **RESOLVED:**

- **To suggest that the proposal to construct a raised patio at the front of the property may not be in keeping with surrounding properties.**

Licence Application:

Unit 1, 246 Uttoxeter Road, Blythe Bridge – sale of alcohol for consumption on and off the premises from 12.00 to 22.00 Monday to Saturday and 12.00 to 18.00 on Sundays. (Note: Planning approval has been granted).

Chairman Councillor Mrs. G. Burton reminded members that when responding to Licence applications only the following issues should be considered:

- a) prevention of crime and disorder, b) public safety, c) prevention of public nuisance and d) protection of children from harm.

#### **RESOLVED:**

- **To raise concern with regard to public safety as there is no allocated parking other than for two vehicles in front of the premises which will have to cross over a pavement and will then need to reverse onto Uttoxeter Road, which at this junction is extremely busy especially at school 'pick up' time.**

9.2 Planning Approvals:  
There were no planning approvals to note.

9.4 Planning Refusals:  
There were no planning refusals to note.

9.5 Planning matters.  
No planning related issues were raised.

## 10. CEMETERY.

10.1 Cemetery Report.  
Councillor Mrs. P. Shufflebotham, Chairman of the Cemetery Committee said she had no cemetery issues to report.

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:

Web Site.

The front page of the website with regard to Site Allocations, Blythe Bridge Library and Police surgery dates needs to be updated before the clerk retires at the end of January. **Agreed.**

Wicksteed Leisure – subject: Annual Play Inspection Report.

Councillors have received a copy of the above report. The clerk has already dealt with the high-risk issue with regard to removing one of the junior goal posts, which had rotted at the base. The netting around the basketball hoop has also been removed and Town and Country Services has been requested to treat the fungi on the climbing frame bark. Other issues identified as medium or low risk will be dealt with in due course.

11.2 Environment Issues.

Issue	Action
BT Phone Box, Cheadle Road, Forsbrook – broken handset.	Report to British Telecom.
Cheadle Road, Forsbrook – overgrown hedge.	The clerk said that this has been reported and an incident reference provided.
Uttoxeter Road, Blythe Bridge – advertising board.	To refer the complaint to SMDC Officer David Smith to enable him to investigate regulations with regard to 'A' advertising boards on the highway.

## 12. FINANCE.

12.1 Bank balance.

It was noted that the bank balance as at 30<sup>th</sup> November 2014 was:

Co-operative Bank plc	24606.64
Unity Trust Bank	100098.66

## 12.2 December 2014 accounts.

The following cheques were presented for payment.

<b>Cheque No.</b>	<b>Supplier</b>	<b>Net</b>	<b>VAT</b>	<b>Gross</b>
402413	Staffordshire Moorlands District Council	307.20	61.44	368.64
402414	Heath House Farm	335.00	67.00	402.00
402415	Quality Office Supplies Limited	58.20	11.64	69.84
402416	Wicksteed Leisure Ltd	71.00	14.20	85.20
402417	Christine J. Snape	1027.20		1027.20
402418	HM Revenue & Customs	787.61		787.61
402419	Christine J. Snape	283.55	44.13	327.68
402420	Town & Country Services	170.00	34.00	204.00
DD	Eon	66.00		66.00
DD	British Telecom	112.11	22.43	134.54
<b>Total</b>		<b>3217.87</b>	<b>254.84</b>	<b>3472.71</b>

**RESOLVED:**

➤ **To approve payment of December 2014 accounts.**

## 12.3 Income and Expenditure Accounts.

Members received a copy of the above for period 1st April to 30<sup>th</sup> September 2014. No questions were raised. (Copy filed with minutes).

12.4 Suggested budget for year 1st April 2015 to 31<sup>st</sup> March 2016.

Members agreed the budget requirements for the above period. (Copy filed with minutes).

## 12.5 Precept.

It was **agreed** to implement no increase in the precept requirement for year 1st April 2015 to 31<sup>st</sup> March 2016 – (2014/2015 figure – precept £42862.29 – Council Tax support grant - £3050.26 totalling £45912.55).

## 12.6 NALC 2014-2016 National Salary Award.

It was noted that NALC and SLCC have agreed a non-consolidated one off payment of £100 pro rata for clerks employed under the terms of the model contract and new pay scales from 1st January 2015.

Councillors **agreed** to implement the recommendations.

**13. STANDING ORDERS AND FINANCIAL STANDING ORDERS.**

To adopt the above amended documents.

**14. INTERVIEW FOR A NEW CLERK.**

Chairman Councillor Mrs. G. Burton reported that Councillor Mrs. P. Shufflebotham knows one of the applicants selected for interview so she has stood down from the interview panel. Interviews have been arranged for Friday 19<sup>th</sup> December 2014. Councillor Mrs. N. A. Stanier agreed to stand in. No other Councillors put their name forward.

Before the meeting concluded Chairman Councillor Mrs. G. Burton asked members to stay behind as she wished to update them on an issue, which two residents had asked to be kept confidential.

The meeting concluded at 8.30 pm