

FORSBROOK PARISH COUNCIL

Clerk: Dawn Plant, 18 Hillside Avenue, Forsbrook, Staffordshire, ST11 9BH

Tel 01782 394626 or 07919 911938

forsbrookparishcouncil@outlook.com

www.forsbrookparishcouncil.org.uk

Minutes of the meeting held on Monday 15 May 2017 19:30 hours at Blythe Bridge Village Hall.

Members Present

Chairman Councillor Jones	Vice Chairman P Shufflebotham
Cllr S Bagnall	Cllr J Morris
Cllr K Giblin	Cllr R Mancey
Cllr P Walker	Cllr A Mould
Cllr I Herdman	Cllr J Cornwall (part)

In Attendance

Clerk to the Council Dawn Plant	County Councillor Ward
District Councillor Flunder	R Bagnall – Village Hall Committee
Members of the Public - 4	

1. Apologies for Absence

Cllr B Yates, Cllr F Hopley, Cllr C Hopley

2. Declarations of Interest

<u>Item</u>	<u>Member</u>	<u>Nature</u>
Foxfield Steam Railway	Councillor A Mould	Volunteer at Foxfield Railway
Staffordshire County Council – William Amory Primary School	Councillor P Shufflebotham	Governor
Staffordshire County Council – Rights of Way Department	Councillor P Shufflebotham	Daughter (Dawn Plant – Clerk) us employed by SCC Rights of Way Department
Blythe Bridge Village Hall Committee Blythe Bridge Library Care and Fun Clun	Councillor C Hopley	Part of the management committee Management Committee Management Committee
Blythe Bridge Village Hall Committee Blythe Bridge Library Care and Fun Club	Councillor F Hopley Councillor F Hopley	Part of the management committee Management Committee Management Committee

FORSBROOK PARISH COUNCIL

Clerk: Dawn Plant, 18 Hillside Avenue, Forsbrook, Staffordshire, ST11 9BH

Tel 01782 394626 or 07919 911938

forsbrookparishcouncil@outlook.com

www.forsbrookparishcouncil.org.uk

Blythe Bridge Village Hall Committee	Councillor J Morris	Part of the management committee
Blythe Bridge Village Hall Committee	Councillor S Bagnall	Part of the management committee
Staffordshire County Council - Highway Issues	Councillor P Jones	Personal – Staffordshire County Council Highway Officer Mary Anne Raftery Personal friend.
Tesco		Personal – employee of Tesco.
Staffordshire County Council- William Amory Primary School	Councillor I Herdman	Governor at William Amory School
SMDC Potential Site allocation		Resident adjacent to site
Butchers Arms Football Club	Councillor K Giblin	Treasurer
Family Land Ownership Caverswall Old Road	Councillor Walker	Housing Consultation sites

3.	<p>Election of Chairperson / Vice Chair for Cemetery and Finance</p> <p>Vice Chairman P Shufflebotham nominated Peter Jones as Chairman, this was seconded by Cllr A Mould. A unanimous vote was taken. – Resolved Chairman Councillor Peter Jones was elected</p> <p>Chairman Councillor P Jones nominated Patricia Shufflebotham as Vice Chairman, this was seconded by Cllr Bagnall. A unanimous vote was taken. – Resolved Vice Chairman P Shufflebotham was elected.</p> <p>Chairman Councillor P Shufflebotham nominated P Shufflebotham as Chair of the cemetery committee this was seconded by Cllr Morris – A unanimous vote was taken – Resolved Chairman of the Cemetery P Shufflebotham was elected.</p>	
4	<p>OPEN SESSION</p> <p>A member of the public expressed her thanks to the outgoing County Councillor Bill Day and wished him the best for the future.</p>	ACTION

FORSBROOK PARISH COUNCIL

Clerk: Dawn Plant, 18 Hillside Avenue, Forsbrook, Staffordshire, ST11 9BH

Tel 01782 394626 or 07919 911938

forsbrookparishcouncil@outlook.com

www.forsbrookparishcouncil.org.uk

	<p>Mr R Bagnall asked if anyone was aware of what was happening with the barbers shop, no one knew what was happening and the Councillors expressed that they hoped now that it has an occupant it may be tidied up.</p> <p>Cllr Walker stated that the house on Cheadle Road north of Portland Drive was still in a disgusting state, the Clerk explained she had already reported this to SMDC but would do it again.</p> <p>Cllr Mould asked if an FOI request could be sent to SCC regarding the contract for the pavements on East Bank Ride, the Clerk explained that as it was over 7 years ago it would be unlikely that financial records would still exist.</p> <p>Cllr Mancey asked the Clerk to report the issues on Caverswall Road with the recently constructed walls narrowing the road and the poor state of reinstatement of the highway with the recent utility works.</p>	
4.1	RESIDENTS ISSUES	
	None to report	
4.2	COUNTY COUNCILLORS REPORT County Councillor Ross Ward thanked everyone for their support during his recent election campaign and he hoped he would be able to service everyone the way that Bill Day had. He asked everyone to bear with him whilst he found his feet.	
5	INFORMATION AND REPORTS FROM REPRESENTITVES ATTENDING OUTSIDE MEETINS INCLUDING DISTRICT COUNCILLORS – District Councillor Flunder had previously explained to the Annual Parish Meeting that it was paramount that the Parish Council undertook their neighbourhood plan to help stop the pirating of housing sites. The Local Plan development was on hold due to the recent and fourth coming elections however the draft plan was imminently going to be put before the assembly.	
5	TO APPROVE THE DRAFT MINTUES FROM 04.17	
	Unanimously resolved to approve Cllr Flunder asked for his apologise to be added to the April minutes.	
6	MATTERS ARISING FROM MINUTES	
	The Clerk reported that due to the recent theft of the Defib in Caverswall	

FORSBROOK PARISH COUNCIL

Clerk: Dawn Plant, 18 Hillside Avenue, Forsbrook, Staffordshire, ST11 9BH

Tel 01782 394626 or 07919 911938

forsbrookparishcouncil@outlook.com

www.forsbrookparishcouncil.org.uk

	<p>she had liaised with Caverswall Clerk who had kindly found the order details of replacement smart water to mark the defibs. The Councillors asked the Clerk to order Smart Water at a cost £15 each x 2</p> <p>The Clerk reported the War Memorial had been cleaned and Chairman Cllr Jones added that it was a tremendous job and we should all be proud of the memorial.</p> <p>The Clerk reported that the Parish Councils duties in relation to auto enrolment of pensions was now complete.</p>	
9	CORRESPONDANCE	
9.1	<p>.S53 Wildlife and Countryside Act letter</p> <p>The Clerk explained the reasons behind the letter and that SCC are struggling to determine S53 applications due to a lack of staff and recourse. She went onto explain that the previous clerk Mr Boddy had submitted an application to add a footpath across the green area at Trent Road. This application was no longer valid as free access across the land had taken place over the last at least 25 years.</p> <p>She would liaise with SCC to ask how to withdraw the application.</p>	
10	PLANNING	
10.1	<p>SMDC/2017/0019 Walk Ministries</p> <p>Councillors unanimously decided to make no comment.</p> <p>Late applications received after agenda set:</p> <p>SMD/2017/0218 5 Draycott Road Unanimously decided to object on highways grounds and ask that SMDC planners visit the site with a highways planner.</p> <p>SMD/2017/0251 – Red Lion Boundary Unanimously decided to fully support the application. District Councillor Flunder had visited the applications and was going to ask the matter be called in.</p> <p>SMD/2016/0787 – Bungalow – Callow Hill Unanimously decided to comment about concerns on scale and design and that the development may impact a right of way.</p>	

FORSBROOK PARISH COUNCIL

Clerk: Dawn Plant, 18 Hillside Avenue, Forsbrook, Staffordshire, ST11 9BH

Tel 01782 394626 or 07919 911938

forsbrookparishcouncil@outlook.com

www.forsbrookparishcouncil.org.uk

11	CEMETERY	
	<p>Chairman of Cemetery Cllr Shufflebotham said the remembrance garden was look beautiful.</p> <p>Cllr Shufflebotham asked the clerk to email Thompson and Morgan and mention that the wild flower seeds had not worked.</p>	CLERK
12	ENVIRONMENT AND ENVIRONMENT REPORT	
	<p>Chairman Cllr Jones reported that dog fouling on the recreation ground had increased again, and that the pavement opposite Travis Perkin was in a bad state and that the footpath to the scout hut was becoming overgrown again.</p> <p>Cllr Mancey reported that a member of the public had advised her that they had used the crossing in Creswell and a few seconds later a train had come across the lines, the barriers had not been down. Cllr Jones asked the Clerk to report this to the Clerk at Draycott.</p> <p>Cllr Mould expressed his disgust in the light on the hairdressers at Chapel Street and asked the Clerk to ask for the lighting statistic for the area.</p> <p>Cllr Herdman asked the Clerk to report the state of Caverswall Road due to the recent reinstatement by utility companies.</p> <p>Cllr Bagnall asked the clerk to obtain a price for an extra planter next to the interpretation board in Blythe Bridge.</p> <p>Cllr Jones asked the Clerk to report the apparent vandalism of the flower in the planter in Forsbrook to Heath House.</p> <p>Cllr Shufflebotham advised the Councillors that the basket swing seat was damaged and that a replacement had been ordered.</p>	CLERK
13	FINANCE	
13.1	Fee Setting / Football Pitch	
	<p>The Clerk reported that the last match was imminent and then the changing rooms would be deep cleaned.</p> <p>Chairman Cllr Jones asked the Clerk to arrange a meeting at the changing rooms after that date in the changing rooms.</p>	

FORSBROOK PARISH COUNCIL

Clerk: Dawn Plant, 18 Hillside Avenue, Forsbrook, Staffordshire, ST11 9BH

Tel 01782 394626 or 07919 911938

forsbrookparishcouncil@outlook.com

www.forsbrookparishcouncil.org.uk

	<p>APPROVE ACCOUNTS AND PAYMENT March / April . A year end bank reconciliation was presented to the Council.</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 33%;">Broxap</td> <td style="width: 33%;">Barriers</td> <td style="width: 33%; text-align: right;">312</td> </tr> <tr> <td>Staffs Playing Field Assoc</td> <td>Membership</td> <td style="text-align: right;">15</td> </tr> <tr> <td>IMI</td> <td>War Memorial cleaning</td> <td style="text-align: right;">2886</td> </tr> <tr> <td>Dawn Plant</td> <td>Salary and expenses</td> <td></td> </tr> <tr> <td>Staffs Pension Fund</td> <td>Clerk pension</td> <td style="text-align: right;">350</td> </tr> <tr> <td>Town and Country</td> <td>Lengthsman</td> <td style="text-align: right;">1546.80</td> </tr> <tr> <td></td> <td></td> <td></td> </tr> </table>	Broxap	Barriers	312	Staffs Playing Field Assoc	Membership	15	IMI	War Memorial cleaning	2886	Dawn Plant	Salary and expenses		Staffs Pension Fund	Clerk pension	350	Town and Country	Lengthsman	1546.80				
Broxap	Barriers	312																					
Staffs Playing Field Assoc	Membership	15																					
IMI	War Memorial cleaning	2886																					
Dawn Plant	Salary and expenses																						
Staffs Pension Fund	Clerk pension	350																					
Town and Country	Lengthsman	1546.80																					
13.4	<p>Audit Update and Bank reconciliation</p> <p>The Clerk reported that the annual governance and accounting statements along with the accounts for the year end would be presented in the June meeting.</p> <p>NOTE</p> <p>It was unanimously decided to have a separate presentation to ex County Councillor Day at a parish council meeting.</p> <p>Councillor Cornwall visited the meeting and tendered his resignation due to ill health and age (88)</p>																						
	The meeting finished at 8.45																						