

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 19 June 2017 19:30 hours at Blythe Bridge Village Hall.

Members Present

Chairman Councillor Jones	Vice Chairman P Shufflebotham
Councillor Mould	Councillor Walker
Councillor Mancey	Councillor Giblin
Councillor Bagnall	Councillor Morris
Councillor Herdman	

In Attendance

Clerk to the Council Dawn Plant	Mrs C Hughes
District Councillor Flunder	County Councillor Ward

1. Apologies for Absence

Cllr 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

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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 Tesco	Councillor P Jones	Personal – Staffordshire County Council Highway Officer Mary Anne Raftery Personal friend. Personal – employee of Tesco.
Staffordshire County Council- William Amory Primary School SMDC Potential Site allocation	Councillor I Herdman	Governor at William Amory School Resident adjacent to site
Butchers Arms Football Club	Councillor K Giblin	Treasurer
Family Land Ownership Caverswall Old Road	Councillor Walker	Housing Consultation sites

3	OPEN SESSION	
3.1	<p>RESIDENTS ISSUES</p> <p>There were no residents present.</p> <p>Cllr Flunder had been approached by a resident on Caverswall Road with regard to the drains being blocked on Caverswall Road and also the drains outside Heath House Farm. County Cllr Ward explained that he has a meeting in the next few weeks with the Highways Manager and he will raise this along with the other issues continually reported at that meeting.</p> <p>These were:- The drain at Chandai Cottage, East Bank Ride, Caverswall Road pavements, the sinking road outside the deep pan man, pavements on Uttoxeter Road.</p>	ACTION
3.2	<p>COUNTY COUNCILLORS REPORT</p> <p>Cllr Shufflebotham asked Cllr Ward if he could investigate what is</p>	

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	<p>happening with the land outside the Police houses. Matthew Ellis had some time ago asked the Parish Council to suggest areas in the Parish for additional parking but we had not heard anything back from him. She went on to say that it seemed a shame that the area was standing empty when we have such an issue with parking, this was only going to get worse with the two class intake at Forsbrook Primary in September.</p>	
4	<p>INFORMATION AND REPORTS FROM REPRESENTITVES ATTENDING OUTSIDE MEETINS INCLUDING DISTRICT COUNCILLORS –</p> <p>Cllr Flunder explained that the local plan was now ready to be voted on in July, he reported that he thought that the small and larger villages had been viewed more favourably, but he urged the Parish to push forward with a neighbourhood plan.</p> <p>The Clerk will ask the lady who is helping Checkley with their neighbourhood plan to come and present to Forsbrook.</p>	
5	<p>TO APPROVE THE DRAFT MINTUES FROM 05.17</p>	
	<p>Resolved to approve</p>	
6	<p>MATTERS ARISING FROM MINUTES</p>	
	<p>Cllr Bagnall explained that the wall outside the library was still an ongoing issue as to its ownership.</p> <p>Cllr Mould asked Cllr Flunder to investigate the issue of the light on Forsbrook Car Park.</p>	
8	<p>CORRESPONDANCE</p>	
8.1	<p>Parish Council Vacancy</p> <p>Chairman Cllr Jones introduced Mrs Carol Hughes to the Parish Council and Cllr Shufflebotham nominated her to be co-opted onto the Parish Council, Chairman Cllr Jones seconded the motion. It was a unanimous decision to vote Mrs C Hughes onto the Council and she took a seat at the table.</p>	
10	<p>PLANNING</p>	
10.1	<p>SMDC/2017/0204 – 120 Moor Green House, Change of use from dog</p>	

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	<p>kennel to stable for 1 horse</p> <p>After a discussion it was agreed to ask Cllr Flunder to call the matter in at SMDC and the clerk has subsequently emailed the following to Cllr Flunder.</p> <p>Could you please call this matter in at SMDC. We would like to object to this on the grounds that the planning application documentation did not state that this was a retrospective application. The fact that the applicant did not take correct advice regarding this issue needs to address.</p> <p>The Parish Council would like assurance that the building will not “grow” into either a business or dwelling in the future.</p> <p>DET/2017/0013 – Land of Delphouse Road – Proposed Track</p> <p>Object on the ground of dangerous egress on to the highway.</p> <p>A discussion took place regarding the need for this track as surely the farmer could just use the highway.</p> <p>SMD/2017/0247 – Roshni 19 Cheadle Road – Change of use of a single storey store into two storey dwelling with parking space and yard at the front.</p> <p>Object :- on the grounds of over development, and the safety of people using the pavement with additional cars accessing the proposed property.</p> <p>They would also like to add if the parking spaces are to be taken up by the proposed building where are the customers using the restaurant to park. The village car parks are already full to capacity</p>	
11	CEMETERY	
	<p>Sgt Egerton – The Clerk explained to the Councillors that she had been liaising with Levison Wood Snr as to the commemorations for Sgt Egertons memorial in September. The grave was going to be cleaned by the Parish Council at a cost of £150 and there was to be a celebration high tea in the library.</p> <p>Cllr Shufflebotham asked for permission to order a VC wreath for the day – unanimously agreed.</p>	CLERK

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	<p>Cllr Shufflebotham also asked for permission to ask Andy Scott to spend a few extra hours at the cemetery – this was unanimously agreed.</p> <p>Cllr Bagnall said she would pop up and perhaps plant some extra flowers.</p>													
12	ENVIRONMENT AND ENVIRONMENT REPORT													
	<p>Cllr Jones asked the Clerk to contact Spar regarding the size of the lorries delivering to the shop, he said it seemed unfair that we had contacted Coop and Tesco and Spar were doing the same.</p> <p>Cllr Bagnall asked if a quote had been received regarding the planters by the board in Blythe Bridge. The Clerk said yes they were £326. The Councillors unanimously agreed to order these from Town and Country.</p> <p>Cllr Mancey asked if a different venue for voting had ever been considered as she felt for parents with children at William Amory. Chairman Cllr Jones said the Parish Council had looked into this years ago and Cllr Shufflebotham explained that the Head at William Amory had complained to SCC and had not got any further. The facilities that need to be accommodated for an election venue could not be met at any other venue.</p> <p>Cllr Mancey mentioned the notice board at the Red Lion and Cllr Shufflebotham said the notice boards in general were rubbish. The Clerk will ask Andy Scott – Town and Country if he could spruce them up if not she would get quotes for more.</p> <p>Cllr Mould asked what was happening with the frontage at Cross ways. Chairman Cllr Jones said it was private land so not a lot could be done</p>	CLERK												
13	<p>FINANCE Bank reconciliation was presented along with the bank balance and approval of monthly payments – Unanimously agreed to approve</p> <table border="1" style="margin-left: auto; margin-right: auto; border-collapse: collapse;"> <tr> <td style="width: 30%;"></td> <td style="width: 40%; text-align: center;">Clerk Salary</td> <td style="width: 30%; text-align: right;">983.51</td> </tr> <tr> <td style="text-align: center;">Dawn Plant</td> <td style="text-align: center;">expenses for buffet</td> <td style="text-align: right;">43.20</td> </tr> <tr> <td></td> <td style="text-align: center;">Clerks Phone bill</td> <td style="text-align: right;">106.06</td> </tr> <tr> <td style="text-align: center;">Staffordshire Pension Fund</td> <td style="text-align: center;">Clerks Pension</td> <td style="text-align: right;">350.50</td> </tr> </table>		Clerk Salary	983.51	Dawn Plant	expenses for buffet	43.20		Clerks Phone bill	106.06	Staffordshire Pension Fund	Clerks Pension	350.50	
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	SLCC Membership	membership	139.00		
	Quality Office Supplies	office supplies	7.90		
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	Blythe Bridge Village Hall	meeting room rental	236.25		
	Stef Giblin	Web Site	192.50		
	P shufflebotham	expenses for buffet	63.70		
	Town and Country	lengthsman	1419.00		
	Elizabeth Thompson	Internal Audi	81.00		
	HMRC	PAYE	1093.77		
13.1	Fee setting Football Pitch				
	The Clerk will set a meeting in the changing rooms as soon as they are cleaned in about a week				
13.2	Changing rooms / football policy As above				
	Audit				
13.4	Approval of Annual Governance Statement				
	Cllr Jones explained he had read through the internal audit and accounts and proposed that this matter was approved.				
	Unanimously approved				
	Approval of Annual Accounting Statement				
13.5	Cllr Jones explained he had read through the internal audit and accounts and proposed that this matter was approved.				
	Unanimously approved				
13.6	Discussion regarding the annual donations list Deferred until July				
	The meeting finished at 9pm				

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