

FORSBROOK PARISH COUNCIL

MINUTES OF COUNCIL MEETING HELD ON MONDAY 19TH JULY 2010 AT BLYTHE BRIDGE AND FORSBROOK VILLAGE HALL.

MEMBERS PRESENT: Councillor Mrs. G. Burton (Chairman),
Councillor S. P. Fox,
Councillor A. J. Mould,
Councillor Mrs. P. Shufflebotham,
Councillor Rev. B. L. Whittaker,
Councillor A. E. Wilson.

IN ATTENDANCE: County Councillor W. Day,
Mrs. C. J. Snape (Clerk),
Members of the public (1).

1. APOLOGIES FOR ABSENCE.

Apologies were received from Councillor J. W. Burgess, Councillor Miss S. Farr, Councillor Mrs. S. A. Harrison, Councillor P. Jones, Councillor Mrs. N. A Stanier and Councillor B. Yates.

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.
Planning Appeal 459 Uttoxeter Road, Blythe Bridge.	Councillor S. P. Fox	Personal - Mr. J. Jackson (Appellant) is a personal friend.
Planning approval 00200/FUL – The Limes, Cheadle Road, Blythe Bridge.	Councillor Rev. B. L. Whittaker	Personal – Previously lived in adjacent property.

Standing Orders were suspended.

3. OPEN SESSION.

3.1 Residents Issues.

No issues were raised.

3.2 County Councillor's Report.

County Councillor W. Day said that he had no issues to report but gave his reassurance that he would be seeking answers from County Council Officers regarding the matters raised at Council Meeting of 21st June 2010 and would liaise with the clerk to arrange an Environment meeting as soon as further information/plans were available.

He added that the extent of the savings having to be made by Staffordshire County Council would obviously affect services but reminded members that in the County Council conservative's manifesto they had promised not to touch frontline services. No major road works were being considered this year. The current maintenance programme for filling in pot holes appears to be more effective but the question arose as to why contractors did not attend to all the potholes in a certain area at the same time to avoid a return visit and thus saving costs.

County Councillor W. Day advised that he had put forward Moorside High School and Blythe Bridge High School for 20mph speed limits around both schools as he considered they met the criteria.

Standing Orders were reinstated.

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

Chairman Councillor Mrs. G. Burton reported that she and Councillor A. J. Mould had attended the Parish Assembly meeting and minutes from the meeting together with the new terms of reference were available in the correspondence file.

Councillor A. J. Mould added that the Parish Assembly did not have a web page and that he had suggested that they include a link on the Staffordshire Moorlands District Council website. This has now been done.

5. TO APPROVE DRAFT MINUTES OF: Council Meeting of 21st June 2010.

RESOLVED:

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

6. MATTERS ARISING FROM MINUTES.

There were no matters arising from the minutes.

7. CLERK'S REPORT.

7.1 The clerk's report was received and noted.

7.2 Dates and venues of 'outside' meetings were noted as follows:

- Communities Mean Business Leader Programme Funding Roadshow – Wednesday 21st July 2010 from 4.30-7.30pm at Blythe Bridge and Forsbrook Village Hall.

7.3 The following circulation material was made available to members.

- NALC – Direct Information Service Issues 737 and 738.
- Staffordshire 3rd Section Network (S3SN) E. Bulletin Issues.
- Rural Services Community Newsletters.
- Neighbourhood Watch Newsletter – July 2010.
- Clerks & Councils Direct.
- Staffordshire Link – Issue 4.
- Staffordshire Police – Contacts for local officers.

8. CORRESPONDENCE:

8.1 Staffordshire County Council – subject: Local Authority Governor – The William Amory Primary School.

It was noted that Mrs. Margaret Mountford and Mrs. Patricia Shufflebotham have been re-appointed as Local Authority Governors with effect from 1st September 2010.

It was noted that the term of office for Local Authority Governor Mr. Frank Hopley ends on 31st October 2010 and that the deadline for nominations is 5th August 2010.

Councillor Rev. B. L. Whittaker proposed nominating Councillor A. J. Mould. Councillor Mrs. P. Shufflebotham seconded the proposal. There were no other Parish Council nominations.

RESOLVED:

- **To nominate Councillor A. J. Mould as Local Authority Governor for The William Amory Primary School.**

8.2 Staffordshire Moorlands District Council – subject: Keeping the Moorlands Clean Days – commencing from 19th July 2010 for four weeks.

It was noted that Staffordshire Moorlands District Council hope that community groups across the district will support the campaign by taking part. The District Council will provide bags, litter picks, hi-vis vests, gloves and will dispose of the litter bags at the end of the pick. Hazardous items will be removed by SMDC staff. Anyone who is interested should contact David Smith, Community Safety Manager on 01538 395692. Chairman Councillor Mrs. G. Burton reported that she had given details of the above initiative to The William Amory Primary School, Forsbrook Primary School and Blythe Bridge Youth Group.

A Locality Action Day was being arranged for week commencing 26th July 2010 (Monday 26th July 2010). All Councillors present at the meeting Councillor Mrs. G. Burton, Councillor S. P. Fox, Councillor A. J. Mould, Councillor Mrs. P. Shufflebotham, Councillor Rev. B. L. Whittaker and Councillor A. E. Wilson agreed to help by collecting litter. This volunteering day would also meet the aims of the 'Keeping the Moorlands Clean Days initiative. Clerk to advise Councillors of meeting place/time.

8.3 Staffordshire Moorlands District Council – subject: Waste & Recycling Services.

It was noted that even though the above scheme has been very successful and in November 2009 it was announced that the Moorlands were number one in the country for recycling, officers would still like to attend any meetings/events to give residents the opportunity to ask questions regarding this service.

It was **AGREED** to give them details of the Playday being arranged on Blythe Bridge Recreation Ground on Tuesday 10th August 2010.

8.4 Staffordshire Moorlands District Council – subject: Licensing Act 2003 – Consultation on Revised Statement of Licensing Policy.

It was noted that the above revised licensing policy is available on www.staffsmoorlands.gov.uk. Paper copies are available by contacting the Licensing Department on 01538 395468 or by email at licensing@staffsmoorlands.gov.uk. The closing date for responses is 10th September 2010.

8.5 Staffordshire County Council/Staffordshire Moorlands Play Partnership – subject: Blythe Bridge Playday.

It was noted that the above event will take place on 10th August 2010 10.00am to 3.00pm at Blythe Bridge and Forsbrook Recreation Ground and will include: Games, Sports, Punch & Judy, Magic, Balloon Modelling, Craft Activities, Wild Play, Socatots, Fire Service, Gladiator Duelling, Bungee Run, Bouncy Castle and much more.

Chairman Councillor Mrs. G. Burton reported that the clerk had received a telephone call from Margy Woodhead (Community and Learning Partnership Co-ordinator) to say that DCFS funding for the event has been withdrawn. The event would still be going ahead but she has asked if the Parish Council could waive the £50.00 charge. Chairman Councillor Mrs. G. Burton proposed, under the circumstances, to agree to this request. Councillor A. E. Wilson seconded the proposal. The proposal was unanimously **CARRIED**.

It was noted that the clerk would be meeting Margy Woodhead on Tuesday 20th July 2010 to discuss positioning of stands and play equipment.

- 8.6 Community Council of Staffordshire – subject: Parish Plan.

It was noted that the Community Council is looking at ways to support communities to undertake actions identified in their Parish Plan and that to enable them to do this are seeking funding from the Big Lottery.

- 8.7 Staffordshire County Council – subject: Flood Survey Questionnaire.

It was noted that the deadline for responses to the above questionnaire is 1st October 2010.

Chairman Councillor Mrs. G. Burton advised members that the letter accompanying the above questionnaire said that the Neighbourhood Teams and Safer Routes to School Schemes have been successful and added that she did not think this was the opinion of Forsbrook Parish Council. She said that areas with flooding problems would be registered on the ‘Clarence’ system.

County Councillor W. Day said that there was a new act (SUDS) which has just been given Royal Assent and this requires that any developments should be looking towards undertaking ground surveys as it cannot be automatically assumed that they will be able to connect to the drainage system. The projection is that flooding is going to get worse.

- 8.8 Staffordshire County Council – subject: Moorlands Watchdog Forum.

Minutes of meeting held on 12th April 2010 together with latest Watchdog Scams were received and noted.

- 8.9 Staffordshire Parish Council’s Association – subject: Newsletter June 2010.

Members received a copy of the above and raised no issues.

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

From:

Email Exchanges:

NALC
Community Rail Partnership
Officer

The Memorial Specialists
Heron Group
Ben Jefferson
Taylormade Castings Limited

Richard Quadrant

Subject:

Local Council Review online.

Meeting to discuss next improvements at
Blythe Bridge Railway Station.

Memorial sizes/fees information.

Pre warning of increase in paper fees.

Printing services.

Order for new goal post top bar to replace
damaged one.

Report on anti-social behaviour – centre of
Blythe Bridge.

Staffordshire Police	Anti-social behaviour – centre of Blythe Bridge and unlawful entry to The Smithfield Hotel.
Staffordshire Police	Graffiti on timber play equipment – photographs provided.
Staffordshire County Council Bob Ellis/Jason Potts, Blythe Mount Park	‘Licence to Plant’ information.
Blythe Bridge Football Team	‘Licence to Plant’ information – junction of Blythe Mount Park and Cheadle Road.
Owl Online Watch	Request for new goal post top bar and marking of football pitch. (Arranged by clerk).
Community Council of Staffordshire	Crime details for the area.
Co-operative Society	Details of developing sustainable activities for young people in the area.
Karen Bradley MP	Request for barrier repair work.
County Councillor William Day	Blythe Bridge Railway Station details.
County Councillor Ian Parry	Divisional Highway Plan requests as agreed at June Council meeting.
Staffordshire Moorlands District Council	Copy of email from Cameron Property Management as agreed at June Council meeting.
Staffordshire Moorlands District Council	Links to meetings.
Staffordshire Moorlands District Council	Minutes of Parish Assembly Annual Meeting held on 26.06.10 and Amended Terms of Reference and Appendix 3.
Staffordshire Moorlands District Council	Parish Online: Parish Contribution now only £30.00. SMDC are contributing 50% of cost for one year. (Council has already agreed to a 12 month trial of Parish Online).
Staffordshire County Council	Request for repositioning of footpath sign at Commons Lane, Boundary. (Information sent to SCC Rights of Way Department).
Staffordshire County Council	On line Highway survey feedback.
Staffordshire County Council	Emerging of Staffordshire and Stoke-on-Trent Joint Waste Core Strategy 2010-2026.
Staffordshire Moorlands District Council	Consultation process including meetings.
Staffordshire Moorlands District Council	2 Elmwood Drive, Blythe Bridge – request for officer to check if development complies with the planning approval.

Staffordshire Moorlands District Council

Acknowledgement that the Parish Plan Survey and Highway Agency Noise Monitoring Survey have been received in relation to planning application 00262/OUT.

Staffordshire Moorlands District Council

Service request for litterbin adjacent to Sizzatrix.

Staffordshire County Council

Clarence Issues:

Damage to bus shelter adjacent to The Smithfield Hotel.

Road surface repairs adjacent to The Late Shop.

Pavement surface repairs – junction of

Elmwood Drive/Uttoxeter Road, Blythe Bridge.

Highway signs repairs – various areas.

Pot hole repairs Cheadle Road, Forsbrook.

Pot hole repairs Elmwood Drive, Blythe Bridge.

Staffordshire Parish Councils Association

National Association of Local Councils update.

Trading Standards Warning.

Trusteeships and the Code of Conduct.

Holiday entitlement and indemnities.

Funding opportunities to improve natural environment.

Reference books on: Essentials of Employment

Law/The Law of Parks and Open Spaces/Street

Use and the Law/The Law of Allotments.

Budget Briefing.

Legal Deposit Libraries Act 2003.

Local groups sought for new sustainable food mentoring programme.

Tackling rural housing needs in West Midlands.

CPRE warns on garden grabbing move.

Arts projects.

West Midlands Rural Affairs Forum Update.

National Association of Local Councils information.

Computer virus warning.

9. PLANNING.

9.1 Planning Application:

00424/ADV – Roshni Restaurant, 19 Cheadle Road, Forsbrook – 3 illuminated signs.
00538/FUL – 118 Caverswall Road, Blythe Bridge – first floor bedroom extension over kitchen and garage.

RESOLVED:

- **To respond to the above planning applications as follows:**
 - 00424/ADV – To ask the planning officer to ensure that the proposed signs are in keeping with the village scene; comply with lighting standards/pollution; do not have an adverse effect on neighbours and will not be a distraction to motorists.**
 - 00538/FUL – To ask the planning officer to ensure that he is satisfied that the scale, mass and design is in keeping with the surrounding area and that the extension has no adverse effect on the privacy of adjacent neighbours.**

9.2 Planning Approvals:

The following planning approvals were noted:

00003/REM – The Spinney, Uttoxeter Road, Blythe Bridge – discharge of Section 106 obligation relating to local occupancy.
00059/FUL – 48 Cheadle Road, Forsbrook – change of use from use class A1 (retail) to use Class A5 (Hot food takeaway).
00067/FUL – 6 Dilhorne Road, Forsbrook – two storey rear extension.
00130/FUL – 5 Uttoxeter Road, Blythe Bridge – front porch and single storey side extension.
00134/FUL – Surgery, 2 Elmwood Drive, Blythe Bridge – change of use from D1 non-residential to C3 dwelling house with detached garage.
00158/FUL – St. Peters Church, Cheadle Road, Blythe Bridge – single storey side extension.
00188/FUL – Rose Cottage, Commonsides, Boundary – first floor side, single storey rear and side extension with chimney stack.
00200/FUL – The Limes, Cheadle Road, Blythe Bridge – proposed detached bungalow.

9.3 Planning Refusals:

There were no planning refusals to note.

9.4 Planning matters.

9.4.1 Extension to garden curtilages – rear of Caverswall Road, Blythe Bridge - Anonymous letter – minutes dated 17.05.10 page 32 agenda item 12.4.1 refers.

It was noted that initial investigations by the Enforcement Officer appear to show that the concerns highlighted in the anonymous letter warrant further investigation. The case reference number is 10/00034/BOC.

- 9.4.2 Land adj. 459 Uttoxeter Road, Blythe Bridge - Appeal References:
APP/B3438/X/10/2129835
APP/B3438/X/10/2129836
APP/B3438/X/10/2129837

It was noted that Mr. J. Jackson has appealed against the decisions of Staffordshire Moorlands District Council to allow planning permission for Certificate of Lawfulness for Existing use – construction and storage of narrow boats including vehicles, equipment and tools.

10. CEMETERY:

10.1 Cemetery Report.

Councillor Mrs. P. Shufflebotham, Chairman of the Cemetery Committee reported that one of the cemetery taps was loose. The clerk advised that the contractor should have now carried out the necessary repairs.

10.2 Cemetery Issues.

Not cemetery issues were raised.

11. ENVIRONMENT:

11.1 Environment Report.

Chairman Councillor Mrs. G. Burton gave the following report:

Blythe Bridge Police Station.

Police Officers at Blythe Bridge Police Station now cover Blythe Bridge, Forsbrook and Tean and no longer cover Dilhorne and Caverswall. Two additional Police Support Officers have been seconded to help with anti-social behaviour in hot spot areas.

Play Equipment.

Photographs of the graffiti on the play equipment were forwarded to the Police on 29th June. No positive response has yet been received from them with regard to identifying the culprits and the clerk was asked to see if any progress has been made. Photographs of the graffiti recently daubed on the 'Bo Peep' play equipment will also be forwarded to the Police.

The play equipment inspection by Playdale Playgrounds Limited has been carried out and Council will receive a full report in the next few weeks.

Gritting.

Chairman Councillor Mrs. G. Burton said she had recently attended a meeting at the District Council which included a presentation by Ian Turner from Staffordshire County Council on gritting contingency plans should we have a bad winter. Levels of salt will be increased and the County Council is prepared to work with Parish Councils if they wish to help with refilling grit bins. Gritting salt would be provided free and delivered to designated storage places. However, no mention was made regarding repayment to the Lengthsman for undertaking the work. If the Parish Council are interested they should contact their Community Liaison Officer. Two Parish Councils have expressed an interest so far.

It was **AGREED** to liaise with the Lengthsman Andrew Scott to ascertain if he has the equipment/vehicle/time capacity to re-fill the grit bins.

Parish Plan

Members had received a copy of the draft Parish Plan with the agenda. Chairman Councillor Mrs. G. Burton thanked the clerk for producing this document. Actions/time scales have been incorporated in each section for ease of reference. She asked members to study the draft and get back to the clerk with any suggestions/amendments with the intention of approving the draft plan at the next Council meeting so that it can go out with a newsletter. She suggested sending a copy of the draft plan to Staffordshire Police, Staffordshire Moorlands District Council (including the Planning Department) and Staffordshire County Council asking them to endorse the actions. **AGREED.**

Dog Fouling Bin – Elmwood Drive, Blythe Bridge.

Staffordshire Moorlands District Council has had a request to re-site the dog fouling bin from a resident in Elmwood Drive who has complained that he can smell it from his property.

It was **AGREED** for the Chairman and Clerk to visit site to see if there was a more suitable location which would not have a detrimental effect on residents. It was noted that the bin has been in this location since 2002.

Overgrown land between Tater Lane and Stuart Avenue.

Chairman Councillor Mrs. G. Burton reported that she has had a lengthy discussion with Staffordshire Moorlands District Council Officers regarding ownership of this parcel of land. Pat McLoughlin owns the field adjacent to the land and she has said that she believes Staffordshire County Council own the land between the footway on Uttoxeter Road and her field and when ragwort was reported on this land it was the County Council who arranged for it to be eradicated. On further clarification of ownership this area could be considered as a suitable project for the Community Pay Back team for the next Locality Action Day.

11.2 Autumn 2010 newsletter.

Articles on the following issues were suggested for the Autumn newsletter:

Dog Fouling Responsibilities.

Income and Expenditure Accounts for year ending 31st March 2010.

Police update on boundary changes and new PCSO's.

Blythe Bridge Railway Station improvements/ticket fares/timetables.

Cost of collecting litter.

Reference to the Parish Plan (to be delivered with the newsletter).

11.3 Environment Issues.

Issue	Action
Street Light repositioning Some residents consider this to be a waste of money as the street lights are only being moved a few yards. The pavement reinstatement is also considered by some residents to be of a poor standard.	Report the pavement reinstatement to 'Clarence'.
Late Shop Car Park – Pot holes	To again contact Co-operative Plc Head Office.
Overgrown hedge – 282 Uttoxeter Road, Blythe Bridge.	Report to 'Clarence'.
Elmwood Drive Street Sign – unauthorised fly posting.	Remove unauthorised sign.
Repairs to Clapper Bridge	Clerk to request update.

12. FINANCE:

12.1 Bank Balance

It was noted that the bank balance as at 30th June 2010 was:

Community Direct Account	33484.35
14 Day Account	57706.26
Less outstanding debits	(1415.74)
Total	89774.87

12.2 July 2010 accounts.

The following cheques were submitted for approval:

Cheque No.	Supplier	Net	VAT	Gross
401975	Town and Country Services	1179.00	206.32	1385.32
401976	Playdale Playgrounds Limited	195.00	34.13	229.13
401977	S.M.D.C.	512.00	89.60	601.60
401978	Christine J. Snape	878.95		878.95
401979	D. Ingman	130.00		130.00
401980	B.B. & Forsbrook Village Hall	96.50		96.50
DD	Eon	34.04	5.96	40.00
Total		3025.49	336.01	3361.50

RESOLVED:

- **To approve payment of July 2010 accounts.**

12.3 Income and Expenditure Accounts for period 1st April to 30th June 2010 were received and noted by Councillors. No questions were raised on the financial position of the Council.

The meeting concluded at 9.15pm.

Clerk to the Council

Chairman