

FORSBROOK PARISH COUNCIL

MINUTES OF COUNCIL MEETING HELD ON MONDAY 18TH JUNE 2012 AT BLYTHE BRIDGE AND FORSBROOK VILLAGE HALL.

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

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

1. APOLOGIES FOR ABSENCE.

Apologies were received from Councillor Miss S. Farr, Councillor J. W. Burgess, Councillor F. J. Hopley 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.
SCC Highway Issues	Councillor P. Jones	Personal – SCC Highway Officer Mary Anne Raftery personal friend.

Standing Orders were suspended.

3. OPEN SESSION.

3.1 Residents Issues.

Mrs. June Bassett referred to the concerns she raised at the last Council meeting with regard to how Staffordshire County Council will, in future, be funding Homelink services. She said that this issue had been raised at Blythe Bridge Luncheon Club and attendees had been made aware of the proposed changes.

Chairman Councillor Mrs. G. Burton asked Mrs. Bassett if she could get more information on how the funding has changed for the next Council Meeting.

County Councillor W. Day added that he had emailed Staffordshire County Councillor Officer Matthew Ellis on this issue and had received a response from him and would provide Council with a copy, which can then be passed on to anyone who is concerned.

3.2 County Council Report

County Councillor W. Day gave the following report:

Road resurfacing work on the A521 Cheadle Road.

Copy of letter from Staffordshire County Council regarding the above had been circulated to all members with the agenda, so it was not necessary to elaborate any further on this issue.

Outstanding Highway Issues.

An update on all outstanding highway issues has been received from Staffordshire County Council Officer David Greatbatch. Minutes dated 21st May 2012 – Page 16, agenda item 4.3 refers.

Chairman Councillor Mrs. G. Burton read the response (highlighted in bold) to the question raised (highlighted in italics) in an email forwarded to County Councillor W. Day on 22nd May 2012.

At the Council meeting yesterday members asked if I could contact you with regard to arranging an urgent meeting with Neil Porter or someone who can make decisions!!!

Staffordshire County Council Officer Neil Porter is no longer responsible for the highway issues raised.

You will already have received a copy of the email re update on the resurfacing of Cheadle Road and it seems that the widening of the road adjacent to The Duke of Wellington may be included, which obviously makes sense.

I contacted the Engineer responsible for the structural maintenance scheme who is investigating if it is possible to include the widening work as part of the resurfacing scheme. He confirmed that the matter is still in hand and that as soon as he can confirm whether or not it can be incorporated into the proposed scheme he will let me know such that I can subsequently inform you.

Council would like to discuss the following long outstanding highway issues:

Improvements to the crossroad - Uttoxeter Road/Stallington Road/Cheadle Road . If you recall Neil Porter was going to see if a decision could be made on a mini roundabout as early as January 2012. Copy of the notes from the meeting attached hereto.

I am aware that further correspondence has been issued in respect to this junction since the meeting of 19 October 2011 from which the attached notes were made and these are therefore now out of date and no longer relevant. The most recent I am able to find is reproduced below and is an e-mail draft which was to be sent to you by Neil (the copy I have was dated 25 April) – I assume that it was sent although it may have altered slightly. As you are aware, several variants on the scheme were put forward, with the main purpose of reducing congestion and helping traffic to emerge from Stallington Road . I'm told that the scheme in its present form(s) is not considered to provide particularly good value for money in terms of satisfying County Council priorities, so its status is likely to remain as 'shelved'. It is possible that some further work (probably involving improvements to pedestrian crossing facilities) could make the potential scheme more viable. However, as budget is not presently allocated to the scheme, it would need to be identified as one of your main DHP priorities for further work to be done at present. Based on the above I consider there to be no scheme proposed at this time nor will there be until the issue is prioritised for investigation through your DHP in order to try to make the scheme more viable/justifiable for a subsequent funding bid via the Local Transport Plan (LTP) process. I would add that there is no guarantee that we could, having carried out the investigation, justify seeking LTP funding and this may need to be stressed to the Parish Council to ensure their expectations are not raised. Also even if we do consider a bid to be appropriate I am unable to give any indication as to the timescale for the scheme to receive funding and commence on site.

The removal of the two parking bays opposite The Late Shop entrance on Uttoxeter Road , Blythe Bridge .

The investigation into this request will be undertaken in this financial year (2012/2013) following it being prioritised by the SMDC Joint Parking Committee (JPC). I am unable to give any more detailed date as to when the matter will be investigated and would highlight that at present we do have a resource issue which may delay the investigation a little.

Double yellow lines on one side of Uttoxeter Road from the Elmwood Drive junction to Grindley Lane and including the entrance to the Police Offices/Library.

The investigation into this request will be undertaken in this financial year (2012/2013) following it being prioritised by the SMDC Joint Parking Committee (JPC). I am unable to give any more detailed date as to when the matter will be investigated and would highlight that at present we do have a resource issue which may delay the investigation a little. Please note that the other location to be considered along Uttoxeter Road in respect to parking, along with the above two locations, is the request for double yellow lines on both sides of the road from the Post Office to Travis Perkins. I should confirm at this point that the above requests will be investigated but I am not able to guarantee that they will be implemented in whole or in part following our investigation and subsequent consultation process.

Two issues, which were also raised at the Annual Parish Meeting were:

Is it possible to introduce a weight restriction on Uttoxeter Road from the junction with Cheadle Road to the junction with the A50. This road is very narrow and with the parked cars it is difficult for HGV's to safely get through?

I am unable to confirm if this is possible or not without further investigation which would be undertaken if prioritised through your DHP. However given that it would mean restricting the use of the A road I am uncertain if this is something we would consider. If parked vehicles are considered to be causing an obstruction on the road for large vehicles we may have to investigate the possibility of parking restrictions. However this would no doubt not be received well by the residents who rely on the road for their parking and have no other private provision.

Also raised again was the speed along Caverswall Old Road.

Having checked your DHP I could find no entry referring to this location and the concern highlighted. I have therefore added it such that it can be considered for prioritising at a future date.

Chairman Councillor Mrs. G. Burton said that improvements to the Uttoxeter Road/Cheadle Road/Stallington Road junction was the number one priority identified in the recent Parish Plan survey.

County Councillor W. Day promised to make Staffordshire County Council aware that there is documentation to support that improvements to the above junction have already been identified in the DHP.

County Councillor W. Day responded to questions raised by Councillors as follows:

30-mile speed road markings.

Staffordshire County Council no longer undertake speed road markings because they are not cost effective due to regular maintenance being required.

Speeding – Caverswall Old Road, Forsbrook.

Safer Routes to School proposals will not be progressed. Also several residents raised concerns regarding the introduction of chicanes.

Amount of financial reserves held by Staffordshire County Council.

All Councils have to have reserves and this information can be obtained under the Freedom of Information act.

Standing Orders were reinstated.

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

Blythe Bridge and Forsbrook Village Hall.

Councillor Mrs. N. A. Stanier said she had recently attended the above meeting where it was reported that the final transfer of the scrubland to Forsbrook Parish Council has taken place and the monies received will be spent on refurbishing the bar area at the Village Hall.

5. TO APPROVE DRAFT MINUTES OF:

Council Meeting of 21st May 2012.

TO RECEIVE COPY OF ANNUAL PARISH MEETING MINUTES OF:

9th May 2012.

RESOLVED:

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

6. MATTERS ARISING FROM MINUTES.

There were no matters arising.

7. CLERK'S REPORT.

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

7.2 The date of the following meeting, as detailed below, was notified to members with the agenda.

Community Watchdog Forum – Monday 16th July 2012 – 10.00-12.00 at St. Edwards Church, Church Street, Leek.

7.3 The following circulation material was received and noted:

- Staffordshire 3rd Sector Network E-Bulletins.
- LCR Online.
- Local Council Review – Summer 2012.
- Rural Services Network Online.
- Community Council of Staffordshire – Spring 2012 Newsletter.
- Neighbourhood Watch – 30th Anniversary Newsletter.

8. CORRESPONDENCE:

8.1 Staffordshire County Council – subject: A521 Cheadle to Forsbrook – Proposals for speed reduction.

Following on from the Government instruction for all Local Authorities to review the speed limits on all A and B roads, Staffordshire County Council now proposes to decrease the posted speed limit on the A521 on its length between Forsbrook and Cheadle. The proposal will look to decrease the current 60mph national speed limit to 50mph from the existing 30mph speed limited at Forsbrook to the crossroads at Boundary and to decrease the 60mph speed limited to 40mph from the crossroads at Boundary to the existing 30mph at Brookhouses. Staffordshire County Council feel that the existing speed limit is not required, as mean average speeds at this location have been measured at between 46-50mph. It is also felt that the length of road is sufficiently developed to make a 50mph speed limit more

appropriate from Forsbrook to Boundary and that the accident record justifies a reduction to 40mph from Boundary to Brookhouses. Council were in receipt of a plan showing the proposals.

RESOLVED:

- **To respond asking for the proposals to go further in as much as the whole of the stretch of road from Forsbrook to Brookhouses be reduced to 40mph. This would then be clear to all motorists and reduction in speed from 40mph to 30mph would obviously be more sensible. Recent accidents to be referred to where extensive damage has been caused to the cemetery wall where speed could be a contributory factor.**

- 8.2 Stafford Borough Council – subject: The Plan for Stafford Borough – Strategic Policy Choices.

It was noted that the above documents are out for consultation during June and July 2012. The documents can be viewed at <http://staffordbc-consult.objective.co.uk/portal/>. Responses should be received by 12 noon on Wednesday 11th July 2012.

- 8.3 Staffordshire Moorlands District Council – subject: Revised Submission Core Strategy.

It was noted that in respect of recent national planning policy documents all consultation bodies and those who previously made representations are now given the opportunity of making further comment in the light of this new national planning guidance and the ‘model’ policy before the Core Strategy is submitted for examination. Copies of the NPPF, the Planning Policy for Traveller Sites and the Government’s ‘model’ policy can be downloaded from: www.staffsmoorlands.gov.uk/sm/council-services/local-development/core-strategy. Any representations to be made by 4.45pm on 13th July 2012.

- 8.4 Fulford & District Community First Responders – subject: Donation.

Letter of thanks for the donation to the above worthy cause was received and noted. Consideration to be given to organising a ‘Heart Start’ Course sometime in August.

- 8.5 Staffordshire County Council – subject: Trading Standards Warnings.

Details of the above trading standards warnings were received and noted.

- 8.6 Owl Online Watch – subject: Local Crime Incidents.

Details of recent local crime incidents were received and noted.

- 8.7 Knights Solicitors llp – subject: Transfer of Village Hall Scrubland.

Forsbrook Parish Council has now received the above legal documents and it was noted that the transfer was completed just in time to meet the Communities Mean Business funding deadline.

Chairman Councillor Mrs. G. Burton thanked the clerk, Village Hall representative Councillor N. A. Stanier and Village Hall Chairman Ray Bagnall for all their efforts in finalising the legal transfer of the scrubland and also members of the Village Hall committee for their patience. Once all the work on the scrubland and installation of the bmx track has taken place an official opening will be arranged.

- 8.8 Staffordshire Parish Councils' Association – subject: Weekly Updates/NALC Briefings on various issues/March 2012 Newsletter.

The above documents were received and noted. No questions were raised.

- 8.9 The following general correspondence was noted and appropriate action agreed.

General:

Mrs. Bunny Woolley
Staffordshire County Council

Staffordshire Police Authority

Email Exchanges:

Staffordshire Moorlands District Council

Staffordshire Moorlands District Council

Staffordshire Moorlands District Council

Staffordshire Moorlands District Council

Staffordshire County Council

Staffordshire County Council (Rights of Way)

Staffordshire County Council (Rights of Way)

Staffordshire County Council

Staffordshire County Council

County Councillor W. Day

Faye Lambert (Rail Community Officer)

Subject:

Thank you for 90th birthday bouquet.
Temporary Road Traffic Regulation Order for A521 Cheadle Road and A521 Uttoxeter Road, Draycott Old Road and Chapel Street, Forsbrook. (Copy distributed to all members with agenda).
Transition Update – June 2012.

Subject:

Unauthorised sign at the Deep Pan Man premises. (Note: SMDC Enforcement has again written to the above and Lucky 7 Taxis).

Embankment from Tater Lane to Stuart Avenue.

(Note: Work on clearing the overgrowth was undertaken on 1st June allowing volunteers from the local community along with SMDC Street Scene team to remove the litter and rubbish on 11th June 2012).

Advert for independent member of the Staffordshire Police and Crime Panel.

Parish Assembly representatives.

A521 Cheadle Road – roadworks.

Footpath 16.

Footpath 21.

Land drain – 60 Crossfield Avenue, Blythe Bridge.

Highway defect issues:

Blocked drain adjacent to 11 Crossfield Avenue, Blythe Bridge; 5 Blocked drains – Caverswall Old Road, Forsbrook; Sunken grids – Trent Road, Forsbrook; Damaged kerb junction with Trent Road/Churnet Road, Forsbrook; Road surface condition – Churnet Road, Forsbrook; Damaged drain – entrance to Forsbrook and Blythe Bridge Village Hall, Blythe Bridge.

Outstanding highway issues – request for meeting.

Future tidy up at Station.

Premier 1 (UK) Limited	Watering of flower planters – accepting quotation.
Press	Press release re Community Action Day on 11 th June 2012.
Kim Moore	Community Action Day – advising of date.
Daryl Wright	Recreation facilities – ladies football team.
Wrights Landscapes	Damage to cemetery wall following vehicle collision – request for quote.
Admiral Insurance	Claim for damage to cemetery wall.
Mark Stewart	Website link for Draycott in the Moors Parish Council.

Note: All correspondence/documents are made available to view on the evening of the Council Meeting or by prior arrangement with the clerk.

9. PLANNING.

9.1 Planning Applications:

00529/FUL – 23 Cedar Avenue, Blythe Bridge – proposed garage and storage building.

RESOLVED:

- **To register no concerns providing the scale and design are in keeping, that the privacy of neighbours is not compromised and that the proposed use of the workshop is acceptable in a residential area ie. not used for commercial or business purposes.**

9.2 Planning Approvals:

The following planning approvals were noted:

00350/FUL – The Ark, Commonsides, Boundary – single storey extension and internal alterations including demolition of existing extension.

00354/FUL – 47 Caverswall Road, Blythe Bridge – two-storey side extension.

00320/FUL – 28 Hillside Avenue, Forsbrook – erection of concrete garage.

9.3 Planning Refusals:

There were no planning refusals to note.

9.4 Planning matters.

00325/FUL – The Furlongs, Cheadle Road, Blythe Bridge – erection of 2no. detached dwellings.

It was noted that the above planning application will be reported to the SMDC Planning Applications Committee on Thursday 21st June 2012 at 2.00pm in the Council Chamber. Parish and Town Councillors or any other interested person can attend and put their views to the Committee. Three speakers for and three speakers against plus any District Ward Councillors may speak. Each presentation will be limited to 3 minutes. Council representatives should only voice the formal view of the Council and should not express any differing personal opinions.

10. CEMETERY:

10.1 Cemetery Report.

Councillor Mrs. P. Shufflebotham, Chairman of the Cemetery Committee said she had no matters to bring to the attention of Council.

10.2 Cemetery Issues.

Chairman Councillor Mrs. G. Burton reported that the Cemetery wall has again been damaged in a road traffic accident. The clerk has obtained estimates for the necessary repair work and is liaising with the driver's insurance company.

11. ENVIRONMENT:

11.1 Environment Report.

Chairman Councillor Mrs. G. Burton (Chairman of the Environment Committee) gave the following report.

Himalayan Balsam along the riverbanks.

Residents Michael Shufflebotham and Brian Salmon have again volunteered to clear Himalayan Balsam from the riverbanks and streams in Blythe Bridge and Forsbrook. Once the work has been carried out Town and Country Services can be contacted to see if it is possible for them to remove the weed from site. Councillors asked for their thanks to be recorded to Michael and Brian as they acknowledged that this was not an easy job.

Community Action Day.

The Community Action day held on 11th June went very well with an excellent turn out. Four residents joined the clerk, Councillors, Staffordshire Moorlands District Officer Vicki Ellis and staff from SMDC Street Scene. Staffordshire County Council Officer Rob Steele and his team did a fantastic job of clearing the embankment from Tater Lane to Stuart Avenue of brambles, bushes and self seeded trees, which was very time consuming and took three days. This work was necessary to provide access to the area to enable the rubbish and litter to be collected – 50 bags in total. Volunteers also collected rubbish and litter from other areas in Forsbrook and Blythe Bridge. Staffordshire Moorlands District Council Street Scene staff removed graffiti, cleaned bus shelters and street furniture. Street gulleys were also cleaned.

Thanks were recorded to everyone who took part in this very successful initiative and it was **agreed** to write and officially thank Rob Steele and Vicki Ellis and the Street Scene team at SMDC.

Ladies Football Team.

Enquiries have been received from a ladies football team who want to use our football and changing room facilities. Most of the team live locally and at present are doing very well in the Staffordshire County Ladies League.

They can easily be accommodated as we no longer have a junior football team. The two senior teams use the facilities Sunday mornings and the ladies team wish to use the facilities on Sunday afternoons.

It was **agreed** to allow the ladies football team to use the facilities and to offer them an introductory fee of £400 for the first year only – the current fee for a junior team being £350 and senior team £550.

Cleanliness of Changing Rooms.

The clerk on her regular inspections of the changing rooms last week found them to be dirty and untidy. The rubbish bins were overflowing, toilets not flushed, wet clothes left lying about and generally in a dirty state. This is despite us having meetings with representatives from the two senior teams on several occasions.

It was **agreed** to fine each of the two teams £50.00, payable immediately to enable the changing rooms to be cleaned by an outside contractor.

11.2 Environment Issues.

Issue	Action
New Code of Conduct and news article from Herefordshire Local Council's Authority stating that Councillors will not stand for election because their financial interest and those of their partners must be downloaded on to the internet.	Chairman Councillor Mrs. G. Burton said she would speak with SMDC's legal officer Mark Trillo.
Parking obstruction – Stallington Road on the junction with Uttoxeter Road.	Chairman Councillor Mrs. G. Burton said that she has spoken with SMDC Civil Enforcement department, as they are responsible for dealing with vehicles that park on double yellow lines.
Discarded cigarette stubs and betting slips outside the Bookmakers, Uttoxeter Road, Blythe Bridge.	Report to SMDC Officer David Smith.
SMDC proposals to remove dog-fouling bins.	Parish Councils will be consulted before any action is taken. Forsbrook Parish Council has purchased seven dog-fouling bins sited throughout the Parish and Blythe Bridge and Forsbrook Village Hall has also purchased one and if these are removed need to consider financial recompense.
Cameron Estate, Uttoxeter Road, Blythe Bridge – parking issues.	Suggested that Cameron Management Team be requested to display notices advising 'residents parking only'.
Parking at the rear of Shoetime.	Understand permission has been given and the barrier is locked when the shop is closed.
Public Toilets, Uttoxeter Road, Blythe Bridge – students congregating.	Email sent to Blythe Bridge High School, with copy to local police officers. Smoking issues within the toilets to be raised with SMDC property services.

The Avenue, Blythe Bridge – potholes reappearing.	Report to SCC Highway Defects Department.
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12. FINANCE:

12.1 It was noted that the bank balance as at 31st May 2012 was:

Community Direct Account	110271.78
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12.2 June 2012 Accounts

Cheque No.	Supplier	Net	VAT	Gross
402189	SMDC	402.40	80.48	482.88
402190	Town & Country Services	1339.00	267.80	1606.80
402191	Christine J. Snape	894.55		894.55
402192	Christine J. Snape	243.91	1.25	245.16
402193	HM Revenue & Customs	728.43		728.43
DD	Eon	33.00		33.00
DD	British Telecom	122.61	24.53	147.14
Total		3763.90	374.06	4137.96

RESOLVED:

- **To approve payment of June 2012 accounts.**

13. ACCOUNTS FOR YEAR ENDING 31 MARCH 2012.

13.1 Copies of the following financial documents were distributed to all members with the agenda:

- Annual Return for period ending 31st March 2012.
- Accounts for period ending 31st March 2012.
- Payments due as at 31st March 2012.
- Statement of significant variances and bank reconciliation as at 31st March 2012.
- Fixed asset register for period ending 31st March 2012.
- Parish Council Internal Audit Control.
- Income and Expenditure for period 1st April 2011 to 31st March 2012.

13.2 Internal Auditor.

The following report from the internal auditor Mr. David Ingman was noted:

“To the Chairman and Members of the Council.

I have completed the key tests recommended by the Audit Commission for the purpose of signing the Annual Return.

The Council's internal controls in place are effective. The records and accounts maintained are kept to a high standard and in good order. There are no matters which need to be brought to the attention of the Council."

13.3 Annual Return – Declaration Section 2 – Annual governance statement.

RESOLVED:

- **To record a 'Yes' response to all the questions in section 2 of the above statement.**

13.4 Risk Assessment (as copy distributed to all Councillors).

Members **agreed** that the Risk Assessment was being followed effectively.

The meeting concluded at 9.10pm.

Clerk to the Council

Chairman