

FORSBROOK PARISH COUNCIL

MINUTES OF COUNCIL MEETING HELD ON MONDAY 14TH APRIL 2014 AT BLYTHE BRIDGE AND FORSBROOK VILLAGE HALL.

MEMBERS PRESENT: Councillor Mrs. G. Burton (Chairman),
Councillor J. W. Cornwall,
Councillor Miss S. Farr,
Councillor Mrs. C. R. Hopley,
Councillor F. J. Hopley,
Councillor P. Jones,
Councillor Miss J. P. Morris,
Councillor A. J. Mould,
Councillor Mrs. P. Shufflebotham,
Councillor A. E. Wilson,
Councillor B. Yates.

IN ATTENDANCE: Residents (4),
Mrs. C. J. Snape (Clerk).

1. APOLOGIES FOR ABSENCE.

Apologies were received from County Councillor W. Day, Councillor Mrs. N. A. Stanier and Councillor J. W. Burgess.

2. DECLARATIONS OF INTEREST.

| Item | Member declaring interest | Nature of interest |
|---|--|---|
| Staffordshire County Council - Rights of Way Issues | Councillor Mrs. P. Shufflebotham | Personal – Daughter employed by Staffordshire County Council in the Rights of Way Department. |
| Staffordshire County Council – The William Amory Primary School – Planning Application SM14/06 as detailed under agenda item 9.1. | Councillor Mrs. P. Shufflebotham did not take part in discussions with regard to this agenda item. | Personal – Governor at The William Amory Primary School. |
| Staffordshire County Council – The William Amory Primary School – Nomination of Local Authority Governor. | | Personal – presently serving as LEA Governor. |
| Staffordshire Moorlands District Council – Planning Issues. | Councillor F. J. Hopley | Personal – Member of the Staffordshire Moorlands District Council Planning Committee. |

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|---|---|---|
| Staffordshire County Council – The William Amory Primary School – Planning Application SM14/06 as detailed under agenda item 9.1. | Chairman Councillor Mrs. G. Burton. (Note: Chairman Councillor Mrs. G. Burton did not take part in discussions with regard to this agenda item). | Personal – Chairman of Governors at the William Amory Primary School. |
| Staffordshire County Council – The William Amory Primary School – Nomination of Local Authority Governor. | | Personal – presently serving as Chairman of LEA Governors. |
| Staffordshire County Council - Highway Issues Tesco | Councillor P. Jones | Personal – Staffordshire County Council Highway Officer Mary Anne Raftery personal friend. Personal – employee of Tesco. |
| Foxfield Steam Railway | Councillor A. J. Mould | Personal – volunteer at Foxfield Railway. |

3. OPEN SESSION.

Standing Orders were suspended.

3.1 Residents Issues.

Cheadle Road, Blythe Bridge – traffic issues outside Blythe Bridge High School.

Concern was raised regarding recent congestion caused by two coaches parking adjacent to the High School to drop off students. These coaches together with vehicles parked on the highway waiting to collect students exacerbated congestion and caused Blythe Bridge to become completely gridlocked.

Members **agreed** to write to Blythe Bridge High School.

3.2 County Council Report.

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

Standing Orders were reinstated.

4. INFORMATION AND REPORTS FROM REPRESENTATIVES ATTENDING ‘OUTSIDE’ MEETINGS.

4.1 Staffordshire Moorlands Parish Assembly Meeting.

Councillor A. J. Mould attended the above, the minutes from which will be forwarded to Council in due course.

4.2 Staffordshire County Council Highway Meeting (Minutes dated 17th March – page 123 – agenda item 3.2.5 refers).

Chairman Councillor Mrs. G. Burton briefed members on the discussions that took place with herself, County Councillor W. Day, Staffordshire County Council Officers Chris Mitchell and Rob Steele. The clerk was also in attendance.

She said that the meeting had purposely been scheduled for 8.30am so that the full extent of the traffic congestion at busy commuter time could be witnessed and evaluated. Data also suggested that if no measures were put into place congestion at Uttoxeter Road/Stallington Road/Cheadle Road junction would only get worse. Improvements to the junction were included in the County Council Local Transport Plan with an estimated budget of £100000.00 over ten years ago. Members will recall that it was then decided to include any improvements in the Safer Routes to School Scheme introduced in 2007. Forsbrook Parish Council did not benefit in any way from the schemes introduced in the Safer Routes to School programme.

- (1) Uttoxeter Road, Blythe Bridge – yellow box to help keep traffic from Stallington Road and Cheadle Road moving.

Staffordshire County Council Officers explained that there is insufficient room as there are only one and half car spaces on Uttoxeter Road when you exit from Cheadle Road or Stallington Road before you reach the signal controlled crossing.

- (2) Uttoxeter Road, Blythe Bridge – mini roundabout.

Draft plans produced by Staffordshire County Council Officer Neil Porter for a mini roundabout, which members of Council had had sight of and agreed was a viable option, were passed to Chris Mitchell and Rob Steele but the response was that this was the most expensive scheme and at the moment funds could not be justified.

- (3) Uttoxeter Road, Blythe Bridge – Parking Bays.

It was agreed to remove the parking bays adjacent to The William Amory Primary School and to extend the zigzag lines from the Fish and Chip Shop to Green Lane to prohibit parking. Vehicles will still be able to park in front of the shops.

- (4) Cheadle Road, Blythe Bridge.

During discussions it came to light that the County Council has agreed to a request from the High School to install a pedestrian crossing adjacent to the main High School entrance.

The meeting concluded with Highway Officers promising to go away and again look at schemes to improve safety and congestion.

- 4.3 Report from Councillor F. J. Hopley on outside meetings he had recently attended.

Provision of Youth Services in Blythe Bridge.

Staffordshire County Council Cabinet is due to make a final decision week commencing 17th April 2014.

A50.

Staffordshire County Council is discussing plans regarding improvements to the A50. Further developments will be reported back to Council.

Staffordshire Moorlands District Council – Local Development Framework.

Meetings are scheduled to allow Councillors to have an input into where there is suitable land for housing development.

Chairman Councillor Mrs. G. Burton said that there were no commitments for housing numbers in any village and that she would be attending the meeting on 1st May 2014.

5. DRAFT MINUTES OF: Council Meeting of 17th March 2014.

RESOLVED:

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

6. MATTERS ARISING FROM MINUTES.

6.1 Minutes dated 17th March 2014 – Page 123 – agenda item 3.2.4.

A litterbin has now been installed on Jubilee gardens.

6.2 Minutes dated 17th March 2014 – Page 129 – agenda item 11.2.

The hole in Crossfield Avenue, Blythe Bridge has now been filled in.

7. CLERK'S REPORT.

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

7.2 Meetings.

There were no meetings to note other than those referred to under agenda item 8.

7.3 The following circulation material was received and noted:

- Rural Services Network Online (Note: Newsletters available on: <http://www.rsnonline.org.uk/news>).
- Staffordshire Wildlife Trust – E-News.
- Came & Company – Parish Matters – Spring 2014 edition.

8. CORRESPONDENCE:

8.1 Blythe Bridge 2nd Forsbrook Guides – subject: Donation.

Chairman Councillor Mrs. G. Burton read the ‘thank you’ card received from the above for the recent donation which had been signed by guide members.

*“Dear Christine and Parish Council,
We at 2nd Forsbrook Guides are writing to express our sincere thanks for your donation of £50 towards craft for our unit. We are doing a craft event using Dylon Dyes and other craft products.
We thank you very much for your support. Thank you for donating to us”.*

- 8.2 Staffordshire Moorlands Parish Assembly – subject: Special Parish Assembly Meeting – Site allocations and settlement boundaries as part of the new Local Plan.

It was noted that there will be a Special Parish Assembly Workshop on Thursday 8th May at 7.30pm in the Churnet Room, Moorlands House, Leek. To ensure fair representation for all Parishes only two places per Parish will be guaranteed, although any spare places will be reallocated. All Parish Councillors will be invited to attend a subsequent session anticipated in June/July at a local venue where they will have the opportunity to view options for site allocations and settlement boundaries and provide comments on them.

It was **agreed** for Councillor A. J. Mould and the clerk to attend.

- 8.3 Staffordshire Moorlands District Council – subject: Up to date list of all PC’s and PCSO’s in Staffordshire Moorlands together with their contact details.

Details of the above were noted.

Chairman Councillor Mrs. G. Burton said she would clarify exactly which police officers were deployed in Blythe Bridge and Forsbrook as the information provided was not very clear.

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

Details of the above were noted.

- 8.5 Staffordshire County Council – subject: Watchdog Alerts.

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

- 8.6 Staffordshire Parish Councils’ Association – subject: Weekly Updates.

The above documents were noted.

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

General:

Staffordshire County Council

Subject:

The William Amory Primary School – Local Authority Governor.
To note that the term of office for Councillor Mrs. P. Shufflebotham ends on 31st August 2014. The person currently in post may wish to be re-appointed for a further term. In accordance with agreed procedures nominations can be put forward no later than 5th June 2014.
Agreed - to nominate the re-appointment of Councillor Mrs. P. Shufflebotham.

Email Exchanges:

Community Council of Staffordshire
June Young
Councillor Jeanette Morris

Councillor Jeanette Morris
SPCA
Councillor J. W. Burgess
Staffordshire Moorlands District Council
Staffordshire Moorlands District Council
Les Latham, Staffordshire Moorlands District Council
Staffordshire Moorlands District Council

Staffordshire Moorlands District Council
County Councillor W. Day/SCC Officer Rob Steele
County Councillor W. Day/SCC Officer Rob Steele

Staffordshire County Council – Rights of Way

Staffordshire County Council

Subject:

Survey on the ‘Good Neighbour Scheme’.
Regulations regarding memorial approval.
Blythe Bridge railway station – volunteer.
Chairman Councillor Mrs. G. Burton thanked Councillor Jeanette Morris for volunteering to keep an eye on Blythe Bridge Railway Station.
Village hall outdoor lights.
CPRE meetings.
CPRE meetings.
Litter bin – Jubilee Gardens.
CCTV sign criteria.
Footbridge – Elmwood Drive.
Arrangements re collections of resident’s refuse bins.
Street cleansing request.
‘Forsbrook’ sign for Dilhorne Road.
Parking on the pavement adjacent to the Butchers Arms.
Damage to footbridge – Well Street, Forsbrook. (Note: This temporary footbridge has now been removed).
Highway Defect Reports:
Springfield Drive, Forsbrook – faulty street light.
Uttoxeter Road, Blythe Bridge – BT inspection chamber.

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:**

Members of Council discussed the following planning application and resolved to comment as detailed. Chairman Councillor Mrs. G. Burton and Councillor Mrs. P. Shufflebotham took no part in the discussions.

SM.14/06 – William Amory Primary School, Stallington Road, Blythe Bridge – proposed mobile classroom located on playspace – adjacent to the existing nursery facility (the Care and Fun Club) to provide additional nursery spaces.

Councillor F. J. Hopley explained the reasons why this increased classroom space was required to accommodate children from the age of 2.

RESOLVED:**➤ To send the following response:**

“Members of Forsbrook Parish Council have carefully considered the above proposals and would like to make the following comments:

1. *The positioning of the mobile classroom in front of the oldest and historical part of The William Amory Primary School will detract from the special features of this building.*

2. *The design and scale of a mobile building is out of keeping in this location and will be visually unattractive to the street scene.*
3. *The site area required of 84 square metres will take up valuable playground space.*
4. *In addition to (3) – as there will be more staff employed, additional parking spaces will be required, reducing the playground further.*
5. *Uttoxeter Road (A521) is extremely busy and congested and it is the intention of Staffordshire County Council to remove parking facilities other than immediately in front of the shops, so there will be no drop off or pick up area adjacent to the school.*
6. *If the need arises for parents to drop off their children within the school grounds this could create a pedestrian/vehicle conflict and the school would need to consider this safety issue carefully.”*

9.2 Planning Approvals:

The following planning approvals were noted:

SMD/2014/0016 – land fronting Draycott Old Road, Forsbrook – construction of a detached dwelling.

SMD/2014/0011 – land off Draycott Old Road, Forsbrook – all weather surface for the purpose of horse riding in existing field.

9.3 Planning Refusals:

There were no planning refusals to note.

9.4 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 matters to report.

10.2 Wooden crosses on burial plots.

RESOLVED:

- **To agree in principle, subject to approval of the design and scale and to impose a fee of £55.00 for permanent crosses in line with the fees charged for memorials.**

10.3 Cemetery Issues.

Councillor J. W. Cornwall reported that he had received two complaints – horses in the cemetery and accumulation of leaves at the closed entrance/exit gate.

The clerk explained that Town and Country Services move the leaves periodically and a suitable sign could be displayed with regard to horses.

11. ENVIRONMENT:

11.1 Environment Report.

Chairman Councillor Mrs. G. Burton (Chairman of the Environment Committee) reported that the Dog Control Orders were agreed on 8th April 2014, which included the exclusion of dogs in the children's fenced in play area and Forsbrook cemetery. Staffordshire Moorlands District Council will now publish a notice stating that the orders have been made, where they can be inspected and copies obtained. Signage will be erected which the Parish Council has already agreed to cover the cost of.

She also asked Councillors to make a note in their diaries of the following events, which have been arranged to remember the First World War:

7th May 2014 at 4.00pm – The William Amory Primary School – One hour talk by local historian Levison Wood on the First World War.

2nd August 2014 at 11.00am – Blythe Bridge Library – Book launch on the history of the names on local cenotaphs, which has been researched and compiled by Blythe Bridge and Forsbrook Historical Society.

3rd August 2014 – time to be agreed – St. Peter's Church – Church Service.

Additional arrangements to be made:

Tree planting and pigeon release at Forsbrook Parish Cemetery – ideally the weekend of 2/3rd August.

Planting of tree at the Arboretum – all Councillors present expressed an interest in attending this event.

11.2 Flower Planters on Blythe Bridge Railway Station.

RESOLVED:

- To fund the supply and planting twice yearly by Heath House Farm of the above – the total cost being £250.00 per annum.

11.3 Flower Planters.

RESOLVED:

- **To again agree with Premier 1 (UK) Limited for the watering of the flower containers in Blythe Bridge, Forsbrook and Railway Station.**

11.4 Environment Issues.

| Issue | Action |
|--|--|
| Green Lane, Blythe Bridge – dangerous building work. | Councillor P. Jones said that after two conversations with staff at Staffordshire Moorlands District Council he had finally managed to get the footings to a new garage made safe. |
| Assisted bin collections – review being carried out by Staffordshire Moorlands District Council. | The clerk was asked to help and advise any residents who were in need of assisted bin collections. |

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|--|---|
| Stafford Borough Council – repositioning of litterbin in Grindley Lane. | The clerk provided Councillor F. J. Hopley with contact details for Stafford Borough Council. |
| Coral Bookmakers, Uttoxeter Road, Blythe Bridge – discarded cigarette stubs. | As the forecourts were private and the property of the individual shops, it was their responsibility to keep the area tidy. |
| Butchers Arms, Cheadle Road, Forsbrook. | ‘No parking’ signs have now been erected which seem to have eased the parking issues on the pavement. |
| Recreation ground, Blythe Bridge. | Councillor Mrs. P. Shufflebotham reported that she has recently been to the Recreation ground, which was looking excellent, with all the equipment being well used. |
| Cheadle Road, Forsbrook – missing Forsbrook sign. | Agreed to ask Staffordshire County Council for a replacement – ideally a cast iron structure. |

12. FINANCE:

12.1 Bank balance.

It was noted that the bank balance as at 31st March 2014 was:

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|--------------------------|-----------|
| Community Direct Account | 108819.85 |
|--------------------------|-----------|

12.2 April 2014 accounts.

The following cheques were presented for payment.

| Cheque No. | Supplier | Net | VAT | Gross |
|--------------|---|------------------|---------------|------------------|
| 402335 | Unity Trust Bank | 75000.00 | | 75000.00 |
| 402336 | Town & Country Services | 998.00 | 199.60 | 1197.60 |
| 402337 | SMDC | 307.20 | 61.44 | 368.84 |
| 402338 | Mr. D. A. Shaw | 60.00 | | 60.00 |
| 402339 | Staffordshire Parish Councils Association | 596.00 | | 596.00 |
| 402340 | Community Council of Staffordshire | 25.00 | | 25.00 |
| 402341 | Christine J. Snape | 1027.20 | | 1027.20 |
| 402341 | Unity Trust Bank | 25000.00 | | 25000.00 |
| DD | | 50.00 | | 50.00 |
| DD | | (11.94) | 11.94 | |
| | | | | |
| Total | | 103051.46 | 272.98 | 103324.44 |

RESOLVED:

- **To approve payment of April 2014 accounts.**

12.3 Internal Auditor

It was agreed to again appoint Elizabeth Thompson as the Internal Auditor for accounts for year ending 31st March 2014.

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12.4 Unity Trust Bank

Members agreed to transfer a further £25000.00 to Unity Trust Bank in view of the negative press coverage of the Co-operative Bank plc and the fact that they do not offer the financial compensation scheme to public authorities.

13. ANNUAL PARISH MEETING.

It was **agreed** to hold the 2014 Annual Parish Meeting at 7.00pm on the 19th May 2014 before the Council meeting.

The meeting concluded at 8.45pm.

Clerk to the Council

Chairman