

FORSBROOK PARISH COUNCIL

I HEREBY GIVE NOTICE THAT THE NEXT MEETING OF THE PARISH COUNCIL WILL BE HELD ON MONDAY 19TH JANUARY 2015 AT 7.30PM AT BLYTHE BRIDGE AND FORSBROOK VILLAGE HALL.

Christine J. Snape (Clerk to the Council).

14th January 2015.

A G E N D A

1. **APOLOGIES FOR ABSENCE.**
2. **DECLARATIONS OF INTEREST.**
3. **OPEN SESSION.**
 - 3.1 Residents Issues.
 - 3.2 County Council Report.
4. **INFORMATION AND REPORTS FROM REPRESENTATIVES ATTENDING 'OUTSIDE' MEETINGS'.**
5. **TO APPROVE DRAFT MINUTES OF:**
 - Council Meeting of 15th December 2014.**
6. **MATTERS ARISING FROM MINUTES.**
 - 6.1.1 Minutes dated 15th December 2014 – Page 107 – agenda item 6.4 – subject: Blocked drains at the Co-op Late Shop.
To receive the following response:
*“Thank you for contacting us regarding your recent experience in the Blythe Bridge Co-operative store.
I was concerned to read your comments with regards to the store and the incident that occurred. We do take all complaints very seriously and I confirm that the content of your email has been passed to one of our stores senior team who are responsible for the store for a thorough investigation to take place. Once our investigations are complete we will contact you.
If, in the interim period I can be of any further assistance please do not hesitate to contact me.”*
 - 6.1.2 Minutes dated 15th December 2014 – Page 107 – agenda item 8.5 – subject: Erection of garage at 1 Springfield Drive, Forsbrook.
To receive the following response from Staffordshire Moorlands District Council Planning Enforcement Support Officer Hazel Walker:
*“I refer to your recent concerns received on 24/11/2014. You have alleged that a non-brick garage has been erected at the above property following the refusal of a garage ref: SMD/2014/0256. Your complaint has been investigated and enquiries have been made with the owner of the above address. The Council has now given your complaint consideration and is in the position to provide you with the following response.
On this occasion the Council has decided to take no further action in respect of your allegation. This is because the garage appears to benefit from the allowances of the General Permitted Development Order and therefore does not require planning permission.
Thank you for bringing your concerns to the Council’s attention. However, if there are any significant changes in circumstances you may notify the Council and officers may review your case, however at this present time your complaint is closed for the reasons given above.”*
 - 6.1.3 Minutes dated 15th December 2014 – Page 108 – agenda item 9.1 – subject: Premises Licence Application for Unit 1, 246 Uttoxeter Road, Blythe Bridge.
To receive the following response from Staffordshire Moorlands District Council Senior Licensing Officer Matt Burton:
“Thank you for your email. The level of car parking that is provided at the premises is not a matter that we can take into consideration when determining whether or not to grant the application I’m afraid. Your concerns have been noted and I will pass them onto the applicant to ensure that they are made aware.”
 - 6.1.4 Minutes dated 15th December 2014 – Page 104 – Agenda item 3.1.2 – subject: Tesco, Uttoxeter Road, Blythe Bridge.
To note that the clerk has spoken to staff and asked them to request the Warburton’s delivery driver not to reverse on to Uttoxeter Road, Blythe Bridge but to exit the car park in a forward direction on to Cheadle Road.
7. **CLERK’S REPORT.**
 - 7.1 To receive and note – agenda enclosures, correspondence and emails not detailed as separate agenda items.
 - 7.2 To receive dates of 'outside' meetings as follows:
Staffordshire Wildlife Trust – Wassailing event on Sunday 11th January 2015 – 3.00pm-5.30pm at the Wolseley Centre.
 - 7.3 To receive the following circulation material:
 - Rural Services Network Online (Note: Newsletters available on: <http://www.rsonline.org.uk/news>).
 - Staffordshire Wildlife Trust – Monthly newsletter.
 - Came & Company – Newsletter on managing seasonal issues.

- Clerks & Councils Direct – January 2015.

8. CORRESPONDENCE.

- 8.1 Staffordshire County Council – subject: Amey Infrastructure.
To receive web link for details on the above partnership as follows:
<http://www.staffordshire.gov.uk/transport/staffshighways/communityengagement/Community/Engagem ent.aspx>
Any queries can be directed to your existing Community Infrastructure Liaison Manager Chris Mitchell via the Contact Centre on 0300 111 800.
- 8.2 Sir William Cash MP – subject: Congestion on road through Blythe Bridge and Forsbrook.
To receive letter from Sir William Cash MP advising that he has written to the three local schools regarding the above issue and would appreciate Forsbrook Parish Council's comments on highway improvement suggestions that have previously been discussed.
- 8.3 Police Crime Commissioner Matthew Ellis – subject: Funding bid for CCTV.
To note that the clerk has had a meeting with a Staffordshire Police Crime Prevention Design Advisor (CPDA) regarding the above and has signed a declaration stating that Forsbrook Parish Council
- Will ensure that the CCTV system complies with all aspects of the Data Protection Act 1998 as laid out in the Compliance Advice document supplied by the CPDA.
 - Will ensure that the CCTV system conforms to the standards laid out in the "UK Police Requirements for Digital CCTV Systems" document, which was supplied by the CPDA.
 - That the CCTV system will be regularly maintained.
- To further note that a letter (dated 6th January 2015) has been received from Police Crime Commissioner Matthew Ellis confirming that Forsbrook Parish Council's application to the People Power Fund has been successful and that a grant of £500 is being made available to support the provision of security measures (CCTV).
- 8.4 Community Council of Staffordshire – subject: Best Kept Village Competition 2015.
To receive entry forms for the above.
- 8.6 Owl Online Watch – subject: Crime Incidents/Alerts.
To receive details of any crime incidents in the area.
- 8.7 Staffordshire County Council – subject: Watchdog Alerts.
To receive details of any Scams/Warnings in the area.
- 8.8 Staffordshire Parish Councils' Association – subject: Weekly Updates.
To receive and note the above documents.
- 8.9 To receive and note general correspondence and to agree action as required.
Note: All correspondence/documents will be available to view on the evening of the Council Meeting or by prior arrangement with the clerk.

9. PLANNING.

- 9.1 Planning Applications:
There were no planning applications to consider at the time of distributing the agenda.
- 9.2 Planning Approvals:
SMD/2014/0342 – 459 Uttoxeter Road, Blythe Bridge – change of use and conversion of existing storage building into a two-bedroom dwelling.
SMD/2014/0584 – 48 Cheadle Road, Forsbrook – variation of condition 4 on application 10/00059/FUL – reinstatement of Sunday opening hours 07.00 to 12.00.
- 9.3 Planning Refusals:
There were no planning refusals to note at the time of distributing the agenda.
- 9.4 Planning matters.

10. CEMETERY:

- 10.1 Cemetery Report.
10.2 Cemetery Issues.

11. ENVIRONMENT:

- 11.1 Environment Report.
11.2 Environment Issues.

12. FINANCE:

- 12.1 To receive bank balance as at 31st December 2014.
12.2 To approve payment of January 2015 accounts.
12.3 To receive a copy of the income and expenditure accounts for period 1st April to 31st December 2014.
12.4 To approve a precept requirement for year 1st April 2015 to 31st March 2016 of £43000 plus a District Council Tax support grant of £2185.02 totalling £45185.02.

13. CONTRACT OF EMPLOYMENT AND PAY STRUCTURE FOR NEW CLERK.

To be discussed under private and confidential with press and public excluded.

THE COUNCIL MEETING WILL CONCLUDE AT 9.30PM SUBJECT TO COUNCIL'S APPROVAL AND ANY REMAINING AGENDA ITEMS NOT RESOLVED WILL BE CARRIED FORWARD TO THE NEXT MEETING. COPIES OF PLANNING APPLICATIONS CAN BE VIEWED PRIOR TO THE COUNCIL MEETING OR BY ARRANGING A CONVENIENT APPOINTMENT WITH THE CLERK WHO CAN BE CONTACTED ON

TELEPHONE NUMBER 01782 398428