

# FORSBROOK PARISH COUNCIL

Clerk: Dawn Plant, 18 Hillside Avenue, Forsbrook, Staffordshire, ST11 9BH

Tel 01782 394626 or 07919 911938

[forsbrookparishcouncil@outlook.com](mailto:forsbrookparishcouncil@outlook.com)

[www.forsbrookparishcouncil.org.uk](http://www.forsbrookparishcouncil.org.uk)

Minutes of the meeting held on Monday 17 July 2017 19:30 hours at Blythe Bridge Village Hall.

## Members Present

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

## In Attendance

Clerk to the Council Dawn Plant	Mr R Bagnall
District Councillor Flunder	County Councillor Ward
Mr & Mrs L Wood	PCSO Staples

## 1. Apologies for Absence

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

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<b>3</b>	<b>OPEN SESSION</b>	
<b>3.1</b>	<p><b>RESIDENTS ISSUES</b></p> <p>No residents present</p> <p>Chairman Cllr Jones opened the meeting with the news that Cllrs F &amp; C Hopley had submitted a letter via email tendering their resignation. He went onto to thank Cllr F &amp; C Hopley for their hard work and designation to the Parish and District. The Councillors asked the clerk to arrange for flowers and a letter to be sent to Cllrs Hopley as a thank you.</p> <p>Chairman Cllr Jones read out a card from the Beryl Barcroft BEM thanking the Parish Council for the flowers which were sent to her</p>	<b>ACTION</b>

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	<p>on her recent award of the BEM medal for her lifelong commitment to the community and the Methodist Church.</p> <p>PCSO Staples had attended the meeting on his rest day to ask the Parish Council for their support in gaining funding for a gate over the alleyway behind the Deep Pan Man. The land is unregistered and all residents who live close by are happy for the gate to be installed.</p> <p>The Alleyway is facilitating antisocial behaviour and potentially drug dealing. The owners of the Red Brick Café are experiencing vandalism, they are happy to litter pick / weed the alley if gated.</p> <p>The Councillors unanimously asked the Clerk to obtain quotes for the gates.</p>	
3.2	<p><b>COUNTY COUNCILLORS REPORT</b></p> <p>Cllr Ward explained that we was awaiting a meeting with SCC (taking place Thursday 20 July) to discuss all the issues which have been previously reported to him.</p> <p>He went onto explain that he had been involved with the consultation regarding Leek Hospital in his role on the Health Scrutiny Panel. He stated that the issues at Cheadle and Bradwell Hospitals were equally important and should not be forgotten.</p> <p>Cllr Ward stated that SCC are now ensuring that Mental Health is given the same priority as Physical Health.</p>	
4	<p><b>INFORMATION AND REPORTS FROM REPRESENTITVES ATTENDING OUTSIDE MEETINS INCLUDING DISTRICT COUNCILLORS –</b></p> <p>Cllr Flunder thanked all involved in the Fete and their hard work, he said it had been a success in spite of the issues on the day.</p> <p>Cllr Flunder explained that the Local Plan was being voted on Wednesday 19 July.</p> <p>Cllr Flunder explained that he had been informed that the planning issue with the stable on Chapel Street was not able to be called in, Cllr Jones agreed that it seemed a minor issue but if the Parish did nto take a stand on these issues then SMDC ride rough over us.</p>	
5	<p><b>TO APPROVE THE DRAFT MINTUES FROM 06.17</b></p>	

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	Resolved to approve	
<b>6</b>	<b>MATTERS ARISING FROM MINUTES</b>	
<b>8</b>	<b>CORRESPONDANCE</b>	
<b>8.1</b>	<p><b>Space Scheme</b></p> <p>Noted and the Clerk will put the notices in the notice boards.</p>	<b>Clerk</b>
<b>8.2</b>	<p><b>Leek Town Football club football scheme</b></p> <p>Noted and unanimously agreed to allow this to go ahead.</p>	
<b>8.3</b>	<p><b>Leek Moorlands Listed Building Trust</b></p> <p>Read out and noted</p>	
<b>8.4</b>	<p><b>Sgt Egerton</b> Levison Wood presented the Councillors with a schedule for the VC Centenary Commemorations on 20.09.17</p> <p>It was agreed that Cllr Flunder would ask SMDC if the bush at the side of the grave could be cut down (because it is a closed cemetery they can give permission)</p> <p>It was unanimously agreed that the Parish Council would pay for the refreshment's, the Clerk would clarify with Levison Wood how many of the Parish Councillors were to attend.</p> <p>Cllr Bagnall asked Cllr Ward to investigate with SCC the ownership of the wall outside the library regarding its maintenance as this would detract from the area where the memorial is to be placed.</p> <p>The Councillors asked the Clerk to arrange for the notice board and seat to be refurbished.</p>	
<b>10</b>	<b>PLANNING</b>	
<b>10.1</b>	<p><b>SMDC/2017/0359 – 14 Roseacre Lane – Cert of Lawfulness for proposed single storey extension</b></p> <p>Unanimously agreed to comment to ensure that the neighbours privacy and security is taken into account.</p>	

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		<p><b>HNT/2017/0014 – 31 Caverswall Road</b>  <b>Agreed to comment that the conservatory is overdevelopment.</b></p> <p><b>Cllrs Mancey and Giblin thought that the conservatory was not over development and that it was in keeping with the size of the house.</b></p> <p><b>Due to there not being an August meeting it was agreed that Chairman Councillor Jones would comment on any planning applications which were presented</b></p>							
<b>11</b>	<b>CEMETERY</b>								
		<p><b>The Clerk had explained to Cllr Shufflebotham that there had been a report of rats at the cemetery. The Clerk had instructed the pest control man to deal with.</b></p> <p><b>Cllr Bagnall had planted aquilegia in the cemetery.</b></p>	<b>CLERK</b>						
<b>12</b>	<b>ENVIRONMENT</b>								
		<p><b>Cllr Yates reported that a pot hole had opened up in The Avenue</b></p> <p><b>Cllr Giblin reported that The Butchers Arms had recently had an issue with a man living in a grey transporter on the carpark, this matter had been dealt with. Cllr Shufflebotham asked who the caravan belonged to on the carpark, as it is apparent that it is being used and not just being stored there. Cllr Giblin agreed to speak to the Butchers Arms about the issue.</b></p> <p><b>Cllr Yates asked if the CCTV and Litter Bin were any near being replaced. The Clerk thought that the police were dealing with and she agreed to ask PCSO Staples.</b></p> <p><b>Cllr Morris asked if the Clerk could contact SCC regarding the hedges adjacent to Millbrook Gardens as they are encroaching the pavement again.</b></p>	<b>CLERK</b>						
<b>13</b>		<p><b>FINANCE Bank reconciliation was presented along with the bank balance and approval of monthly payments – Unanimously agreed to approve</b></p>							
		<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 30%; text-align: center;"><b>Dawn Plant</b></td> <td style="width: 30%; text-align: center;"><b>Clerk Salary</b></td> <td style="width: 40%; text-align: center;"><b>983.51</b></td> </tr> <tr> <td></td> <td style="text-align: center;"><b>Expenses</b></td> <td style="text-align: center;"><b>48.15</b></td> </tr> </table>	<b>Dawn Plant</b>	<b>Clerk Salary</b>	<b>983.51</b>		<b>Expenses</b>	<b>48.15</b>	
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		Clerks Phone bill	58.04	
	Staffordshire Pension Fund	Clerks Pension	350.50	
	Garden Care	Plant watering	500.00	
	TpC	Mole Control	120	
	Pam Aston	Changing room Cleaning	200	
	QOS	Office supplies	153.52	
	Heath House Farm	Flowers for planters	606	
	Town and Country	Lengthsman	2548.80	
	Forsbrook Fete	Marquis hire refund	547.20	
13.1	<p><b>Fee setting Football Pitch</b></p> <p>Cllr Jones informed the Councillors that the roller shutter on the changing rooms has broken and as a consequence this had caused an issue with the Butchers Arms Football team. The Clerk had informed the team that they were not access the changing rooms which had been ignored by the team and access had been obtained.</p> <p>Chairman Cllr Jones asked for the Parish Councillors support to write to the club expressing our concern and that if this sort of things happens again then they will be banned from the facilities and any rent forfeited, he asked a for a copy of the letter to go to the league.</p> <p>The Parish Councillors unanimously agreed.</p> <p>The Councillors discussed the rental charge of £600 for each football team and due to the fact that three teams are playing on the pitch this year the fees were to remain at £600</p> <p><b>Changing rooms / football club policy</b></p> <p>It was unanimously agreed to circulate the policy the clerk had put together with the amendments suggested by Cllr Giblin.</p>			
13.2	<p><b>Goal Posts</b></p>			
13.3	<p>The Clerk presented information on the new goal posts required at a cost of £1399.99 it was unanimously agreed to purchase these.</p>			

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13.4	<p><b>Finance</b>  <b>Approve monthly accounts and payments</b>          Unanimously agreed to accept these.</p>																																																				
13.5	<p>Due to there not being an August meeting the Councillors asked that Chairman Councillor Jones and Councillor Mould sign any cheques outside of the meeting for August.</p> <p><b>Discussion regarding annual donation list</b></p> <p>The annual donation list was discussed and the amended version was as follows:-</p>																																																				
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			<b>already purchase membership</b>	
	<b>Victim Support</b>	<b>£100.00</b>	<b>Approve</b>	
	<b>Women's Royal Voluntary Service</b>	<b>£100.00</b>	<b>Approve</b>	
	<b>Savana</b>	<b>£100.00</b>	<b>Approve</b>	
	<b>Fulford and District Community First responders</b>	<b>£100.00</b>	<b>Approve</b>	
	<b>Blythe Bridge and Forsbrook Alzheimers Friendship Group</b>	<b>£100.00</b>	<b>Approve</b>	
	<b>Blythe Bridge Village Hall</b>	<b>£100.00</b>	<b>Approve</b>	
	<b>Blythe Mount Park Planters</b>	<b>£50</b>	<b>Approve</b>	
	<b>Salvation Army</b>	<b>£50</b>	<b>Yes</b>	
	<b>FETE</b>			
	<b>It was unanimously agreed to transfer the cost of the marquis to the fete committee and the clerk presented a cheque to Cllr Morris</b>			
	<b>The meeting finished at 9:25pm</b>			