

FORSBROOK PARISH COUNCIL

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

Tel 01782 394626 or 07919 911938

forsbrookparishcouncil@outlook.com

www.forsbrookparishcouncil.org.uk

Minutes of the meeting held on Monday 20 May 2019 19:30 hours at Blythe Bridge Village Hall.

Members Present

Chairman Councillor Peter Jones	Cllr Mancey
Cllr Yates	Cllr Mould
Cllr Holmes	
Cllr Herdman	

In Attendance

Jo Darrant	Terry Knight
Clerk to the Council Dawn Plant	Jeanette Morris
District Councillor Flunder	County Councillor Ward
Cheadle and Tean Times	Jon Rush
Walter Bridges	

1. TO ELECT A CHAIRMAN AND SIGN ACCEPTANCE OF OFFICE

Cllr Yates proposed Cllr Jones and Cllr Mould seconded
Chairman Cllr Jones signed his acceptance of office.

TO ELECT A VICE CHAIRMAN AND SIGN ACCEPTANCE OF OFFICE

Chairman Cllr Jones proposed Cllr Herdman and Cllr Mancey seconds.

Vice Chairman Herdman signed his acceptance of office.

2. CO-OPTION OF COUNCILLORS

The following member of the public were present to be considered for co-option on to Forsbrook Parish Council.

Jeanette Morris, Walter Bridges, Jon Rush, Jo Darrant, Terri Knight

They individually addressed the meeting stating the reasons why they wanted to become Parish Councillors. The Parish Councillors accepted unanimously to accept them as Parish Councillors and they signed the acceptance of office form and took a seat at the table.

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3. Apologies for Absence

None

4. Declarations of Interest

<u>Item</u>	<u>Member</u>	<u>Nature</u>
Foxfield Steam Railway	Councillor A Mould	Volunteer at Foxfield Railway
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.

5.	OPEN SESSION	ACTION
6.	RESIDENTS ISSUES	
	No members of the public were present.	
7.	<p>COUNTY COUNCILLORS REPORT</p> <p>Firstly, welcome back to you all as Parish Councillors and District Councillors, particularly to Tony Holmes, in his new role as District Councillor replacing Abigail Wilkinson. I look forward to working with you all over the next two years to improve the area for all concerned.</p> <p>Still a relatively short report due to the District elections and the associated purdah period. County Council next full council meets on Thursday 23rd May at 10am.</p> <p>The North Staffordshire CCG is still finalising their recommendations which are due to be made public at the back end of next month, so we may or may not know their conclusions before the next Parish Meeting</p> <p>I now have the draft copy of the traffic survey on Caverswall Road but I have not yet read through the detail. I will report back next month and hopefully things will have progressed further. I was initially disappointed to find the traffic survey had erroneously focussed on the volume of traffic on Caverswall Road and therefore concluded that no action was required.</p>	

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	<p>I have since pointed out that the issue lies with the interaction of traffic and the level crossing which is a problem created uniquely by the parking on Caverswall Road and not the volumes. I have yet to have a formal response to this but I will keep chasing this.</p> <p>I am still due to meet with Helen Fisher (Cabinet Member for Highways) to take her around our area and highlight the issues we face (particularly with regard to pavements). This meeting was partially delayed due to political sensitivities last month but I'm hoping to have had this meeting by the time of our next Parish Council meeting.</p> <p>The District Council has now committed to reviewing the current bus service (or lack of) particularly in the rural parts of the District and I will be working with our 3 District Councillors to help progress this.</p>	
8	<p>INFORMATION AND REPORTS FROM REPRESENTITVES ATTENDING OUTSIDE MEETINS INCLUDING DISTRICT COUNCILLORS</p> <p>Cllr Flunder explained that he is now the Chairman of SMDC and wanted to arrange his civic parade in Forsbrook Parish.</p> <p>Cllr Jones reported he and the Clerk had been to a meeting with Draycott Parish Council and Urban Vision regarding the St Modwen development and the future development design of the site.</p>	
9.	<p>TO APPROVE THE DRAFT MINTUES FROM April 2019</p> <p>Unanimously agreed to approve.</p>	
10.	<p>MATTERS ARISING FROM MINUTES</p>	
	<p>Chairman Jones explained that he continued to receive complaints regarding the barbed wire on Caverswall Old Road.</p>	CLERK
12	<p>CORRESPONDANCE</p>	
12.1	<p>NALC Standing orders / Financial Orders</p> <p>It was unanimously agreed to adopt the standard NALC Standing orders and financial orders.</p>	CLERK
12.2	<p>Adoption of Risk Assessment</p> <p>It was unanimously agreed to adopt the Risk Assessment.</p>	
12.3	<p>Defibrillators</p>	

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	<p>Cllr Holmes explained that Paul from the Roebuck had asked if the parish could part fund a defib at the pub.</p> <p>The Cllrs discussed the fact that the Spar shop had agreed to have one installed on their building, the Cllrs asked the Clerk if she could approach spar and ask if they could part fund one.</p> <p>Chairman Jones would approach Blythe High School to ask about the possibility of the pupils fundraising for another Defib.</p>	
13	PLANNING	
	<p>SMD/2019/0170 – Fernbridge Nurseries, Uttoxeter Road, Blythe Bridge – Alterations to existing conservatory to rear of ex detached house to form garden room, utility room and wet room.</p> <p>No objections</p> <p>SMD/2019/0273 – 3 Thistle Down, Maple Crescent – Single Storey rear extension</p> <p>No objections</p>	CLERK
	PLANNING APPROVAL / REFUSAL -	
	NONE	
14	CEMETERY	
	<p>The Clerk informed the meeting that the cemetery maintenance was up to date.</p>	CLERK
15	ENVIRONMENT AND ENVIRONMENT REPORT	
	<p>Chairman Jones reported an increase in dog fouling which Cllr Bridges also mentioned.</p> <p>The Clerk would source some more no dog fouling signs.</p> <p>Cllr Mould asked why the toilets in Blythe Bridge were shut last week.</p> <p>Cllr Herdman asked the Clerk to investigate a joint meeting with other parishes regarding speed awareness.</p> <p>Cllr Herdman asked about the possibility of an extra bin at Crossfield Avenue – The Clerk would investigate</p>	CLERK

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	<p>Cllr Herdman asked about the progress of the benches.</p> <p>Chairman Jones reported he had written to the Post Office Chief Exec to express concerns over the recent move to the Spar shop and all the traffic problems it has created.</p>																						
15	FINANCE																						
15.1	<p>APPROVE ACCOUNTS AND PAYMENT April 2019</p> <p>The bank reconciliation was presented to the Council.</p> <p>The Clerk reported that the annual internal audit would take place before the May meeting.</p> <table border="1" style="width: 100%; border-collapse: collapse; margin-top: 10px;"> <tr> <td style="width: 30%;">Dawn Plant</td> <td style="width: 30%;">Salary</td> <td style="width: 40%; text-align: right;">1333.45</td> </tr> <tr> <td>Staffordshire Pensions</td> <td>Pension</td> <td style="text-align: right;">357</td> </tr> <tr> <td>QOS</td> <td>Office Supplies</td> <td style="text-align: right;">31.27</td> </tr> <tr> <td>Toplis Associates</td> <td>Internal Audit</td> <td style="text-align: right;">167.16</td> </tr> <tr> <td>Scribe</td> <td>Accounts package</td> <td style="text-align: right;">339.60</td> </tr> <tr> <td>Town and Country</td> <td>Lengthsman</td> <td style="text-align: right;">2012.40</td> </tr> <tr> <td>MW Gardening</td> <td>Water for planters</td> <td style="text-align: right;">575</td> </tr> </table>	Dawn Plant	Salary	1333.45	Staffordshire Pensions	Pension	357	QOS	Office Supplies	31.27	Toplis Associates	Internal Audit	167.16	Scribe	Accounts package	339.60	Town and Country	Lengthsman	2012.40	MW Gardening	Water for planters	575	
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15.1	<p>To note the internal audit report.</p> <p>The Clerk read out the report from Topliss Associates and the contents were noted.</p>																						
15.1	<p>To Approve the Annual Governance Statement.</p> <p>The Council unanimously voted to approve</p>																						
15.2	<p>To Approve the Annual Accounting Statement</p> <p>The Council unanimously voted to approve.</p>																						
12	Fete Update																						
	A meeting would take place on Saturday 25th at 9:30am to discuss the fete.																						

The meeting closed at 9:30pm