

# DRAYCOTT IN THE CLAY PARISH COUNCIL

## Minutes of Parish Council Meeting held on 12 March 2015

Apologies: Cllr Robert Hardwick

Present: Chairman Cllr Kenneth Rudman  
Vice Chairman Cllr Mark Flavell  
Cllrs Sue Fulford, Barbara Marshall, Nicholas Preston and Arthur Renshaw  
PC Josephine Shepherd (part)  
PCSO Rhys Rockley (part)  
Parish Clerk Mrs Rita Hill  
4 Members of the Public (1 part)

Minutes of the February Parish Council were agreed as read. Proposed by Cllr Barbara Marshall. Seconded by Cllr Arthur Renshaw. All in favour.

Minutes of the March Extraordinary Parish Council meeting were agreed as read. Proposed by Cllr Barbara Marshall. Seconded by Cllr Sue Fulford. All in favour.

### Declaration of Interests

There were no declarations of interest.

### Policies, Procedures and other related documents

Vice Chairman to email the revised Media Policy to Cllrs for a decision to be taken at the next meeting. With regard to the Model Standing Orders Vice Chairman explained the suggested changes to it, i.e. reference to the revised Media Policy and to correct an omission. Vice Chairman to email the document to Cllrs for a decision to adopt at the next meeting. With respect to the Financial Regulations there was a very small change. Vice Chairman to email the document to Cllrs for a decision to adopt at the next meeting. The Freedom of Information document to stay the same as before. **Action – Vice Chairman. Cllrs to review documents for a decision at the next meeting.** Chairman thanked Vice Chairman for all his hard work on this.

### Matters Arising

#### **Issues with Mr Andrew Griffiths MP.**

a) **The Green, Pipehay Lane.** No further update from Mr Andrew Griffiths MP.

b) **St Augustine's First School.** Chairman read out the letter received from Cllr Ben Adams. Within it, he confirms that the County Council is not considering closures, "on the contrary the County Council recognise how important local schools are to our communities particularly in rural areas".

c) **Gritting.** Chairman referred to a copy of an email sent to Borough Cllr Robert Hardwick from County Cllr Philip Atkins and suggested to Cllrs that Borough Cllr Robert Hardwick responded to Ms Sam Griffiths. Cllrs agreed. **Action – Parish Clerk.**

**Kuehne & Nagel Site.** Email sent to Parkwood Consultancy. No response received.

**Bridlepath from the Riddings to Coton in the Clay.** SCC Rights of Way has asked for further clarification. **Action - Parish Clerk to forward photographs.**

**Landfill Site, Moreton Lane.** Email sent to Biffa Waste Service Ltd. Response waited.

### **Accounts for Payment**

Mrs R Hill, Parish Clerk salary March 2015 and expenses	£374.78
Staffordshire Pension Fund, Employer's (£90.42) and Employee's (£26.18) Contribution Rate re Mrs R Hill's pension (March payment)	£116.60
HM Revenue & Customs re Quarterly PAYE payment	£269.80
K Rudman, Reimbursement of expenses re purchase of paper	£ 11.98

All of the above accounts were proposed for payment by Vice Chairman and seconded by Cllr Sue Fulford. All in favour. **Action - Parish Clerk to action the payments.**

Letter of thanks received from Fr. Arul Samy for the annual payment towards the lease of the playing field. Cllrs noted this.

Chairman distributed the current receipts / payments accounts for 2014 / 2015.

### **General Correspondence**

**SCC re Pension – Discretionary Policies.** Cllrs agreed to adopt the Discretionary Policies. Where the document makes reference to Staffordshire County Council this will refer to Draycott in the Clay Parish Council instead and any questions which are raised in the future relating to the policies will be put forward to the Parish Council for a decision. Proposed by Chairman. Seconded by Vice Chairman. All in favour. **Action – Parish Clerk to advise SCC.**

**SCC re Superfast Broadband.** Email sent. No response received. Cllrs recorded that the speed of the broadband was still not up to speed.

**ESBC re Possible Disruption to Parish Meetings.** Chairman raised that Mr Andrew Griffiths MP had commented to him that he believed the incidents to be a local issue. A Cllr remarked that there had also been incidents in Derbyshire. PC Josephine Shepherd explained about a recent disruption and that local Police have been asked to call in to meetings to check that all is well. PC Josephine Shepherd advised if there were ever disruptions which could not be resolved for the Police to be called on either 999 or 101. PC Josephine Shepherd emphasised that the public

are present at meetings more as an observers role – it is at the Chairman's discretion if the public may speak or not.

**Other Police issues.** Cllr Arthur Renshaw enquired about the latest on the break in of a car by the school. PC Josephine Shepherd advised that the Police would continue to show a presence in the area.

PC Josephine Shepherd raised that the next Police Surgery would be on Saturday 2 May between 11.30am and 12.30pm in the village shop. Followed by one in Hanbury Church on 2 June between 10.00am and 12 Noon.

Cllr Arthur Renshaw wished to remind PC Josephine Shepherd about the offer to the local Police of the facilities at the Village Hall. PC Josephine Shepherd to speak to PC Richard Boulter.

**SPCA re Bulletin 19 February 2015 – Revised Legal Topic Note: Conduct of Parish Council Meetings.** Advising of the requirement for the summons, agenda, minutes to be available on a website, this could be on the Borough Council. Cllrs suggested Borough Cllr Robert Hardwick be asked how this could be setup free of charge. **Action – Parish Clerk.**

**SCC re Community Paths Initiative – Bids for 2015/2016.** Noted.

**ESBC re East Staffordshire Civic Pride Awards 2015.** Posters to be displayed. **Action – Mrs Jenny Murphy and Cllr Arthur Renshaw.**

**SPCA re SCC District Commissioning Leads.** Chairman read out the correspondence. Noted.

**Staffordshire Police re Parish Council meeting dates.** Dates to be sent. **Action – Parish Clerk.**

**Community Council of Staffordshire re Village SOS campaign ready to get rural projects off the ground.** Chairman read out the correspondence. Noted.

**SCC re East Staffordshire – Localities Fund Commissioning Prospectus.** Chairman read out correspondence. Noted. Cllr Arthur Renshaw wondered if the details could be placed in a Parish Council Newsletter. Parish Clerk to check on the dates. **Action – Parish Clerk.**

**ESBC re Notice of Election for the Borough Council Election and Parish Council Election.** Posters to be displayed. **Action – Mrs Jenny Murphy.**

**ESBC re Combined Parliamentary & Local Elections – 7 May 2015 Parish Nominations Packs / Election of a Parish Councillor for Draycott in the Clay Parish – Nomination Paper Pack.** Packs handed out – Cllrs to complete and return to ESBC. **Action – Cllrs.** Parish Clerk to deliver a pack to Cllr Robert Hardwick. **Action – Parish Clerk / Cllr Robert Hardwick.**

#### **Planning Applications and Related Matters**

It was noted that works had commenced on the ménage at Pipe Hay Farm.

**ESBC re East Staffordshire Local plan Examination – Resumed Hearings.**  
Noted.

### **Circulars Received**

ESBC re Register of Electors – Notice of Alteration. Noted.

Wicksteed re Product literature. Noted.

Office of the Police and Crime Commissioner Staffordshire re Commissioner's People Power Fund. Posters to be displayed. **Action – Mrs Jenny Murphy and Cllr Arthur Renshaw.**

### **Highway / Traffic Matters**

**GATSOs.** During the period September to December 2014 there was a total of 100 offences detected on these cameras.

**Community Speed Watch scheme.** Training took place on 28 February. Attendees' feedback on the training was disappointing. A follow-up email was sent to Mr Ian Shaw on the request of Cllr Arthur Renshaw seeking advice on subsequent questions – no response as yet. Cllrs agreed to a response to Mr Ian Shaw. **Action – Parish Clerk.**

**Road Safety Partnership.** A SCC representative has advised that, "Unfortunately until a replacement to my previous role has been found, the Partnership is unable to provide speed data from the SID trailer equipment. I will however arrange for further visits by the SID trailer. This position will change in due course." Cllrs agreed to contact Mr Graham Hunt with respect to this issue. **Action – Parish Clerk.**

**Reinstatement of green footpath in Stubby Lane.** Cllrs agreed to contact Mr Graham Hunt to advise him that the reinstatement is substandard. **Action – Parish Clerk.**

**A519 and A515 average speed designs.** An email was sent to Mr Graham Hunt. No response received.

**Joint County / Parish meeting.** No date as yet.

**Pothole near to Aston bridge on A515.** Issue reported to Highways and a job has been raised (4007982).

**Manhole cover opposite Granary Court, Stubby Lane.** It was noted that SCC has patched the pothole and round the cover; however, the cover still rattles – SCC to be advised of this. **Action – Parish Clerk.**

**Email via Borough Cllr Robert Hardwick from Mr Andy Mason, Senior Project Manager re A50 Improvements.** Response received from Mr Andy Mason saying that traffic will be diverted away from the A515 and B5017. However, Cllrs said they would appreciate knowing the new route. **Action – Parish Clerk to ask Mr Andy Mason.**

**Advertising signs on Moreton Lane traffic island.** Carried over from December meeting:

Waiting further information prior to a letter being sent. Cllr Robert Hardwick outlined a possible alternative proposal and said he would find out timescales.

**Action – Cllr Robert Hardwick.**

**Proposed A515 Weight Restriction south of Draycott in the Clay.** Cllrs were advised that since the extraordinary meeting there has been correspondence between the Vice Chairman and Cllr Ian Pritchard. Chairman informed Cllrs that he and Vice Chairman had met with Mr Andrew Griffiths MP to discuss the matter; who is supportive and happy to be involved. Mr Andrew Griffiths MP advised that he will put together his own press release. Mr Andrew Griffiths MP offered to send the details over to the Chairman and Vice Chairman for them to check over the facts prior to publication. Cllrs agreed to this and that a vote on the content would not be needed as it was Mr Andrew Griffiths MP press release.

Chairman went on to ask for Cllrs comments on the documentation sent to everyone prior to the meeting. Flyer – Cllr Nicholas Preston asked for his name to be removed. Cllrs agreed to the flyer being printed off and distributed after the forthcoming weekend. **Action – Vice Chairman, Chairman and Cllrs.** Letter to County Cllr Philip Atkins – there were no comments – Cllrs proposed this be sent off (cc. Mr Andrew Griffiths MP). **Action – Parish Clerk.** Petition – this was previously vetoed at the extraordinary meeting. However, it has since been suggested that the petition now goes under the name of the A515 Action Group not just Draycott in the Clay. The new timescale for this to be completed is now May 2015. Discussion took place as to where to locate the petitions. **Action – Vice Chairman and Cllr Barbara Marshall. Parish Clerk to email the petition to Cllrs.**

**Other Highway Issues.** Cllr Barbara Marshall raised that there were deep ruts and potholes going up Marchington Cliff. SCC Highways to be advised. **Action – Parish Clerk.**

**Connect Roads re A50 Stoke-Derby Link, Report on Project Road Performance.** Noted.

**Unauthorised removal of kerb and installation of road gulley area near to Sudbury garage.** Chairman reported that he had been advised that last week the kerb had once again been dropped and an overflow directed straight into the watercourse. Cllrs agreed to contact Mr Graham Hunt SCC. **Action – Parish Clerk.**

### **Village Facilities, Maintenance and Landscaping**

**Weekly inspection reports.** Inspection reports received. Cllr Nicholas Preston had carried out some remedial works. Chairman thanked him for this.

**Signs / Noticeboard.** Carried over from February meeting:

Discussion took place about the proposed dog fouling signs on the waste bins and the four site signs, in that, one noticeboard could possibly be a cheaper alternative. Various options were discussed. Cllr Arthur Renshaw said that

he was currently pursuing a possible alternative. Cllrs agreed to leave this item with Cllr Arthur Renshaw. **Action – Cllr Arthur Renshaw.**

**Bloomin' Gardens & Landscapes Ltd – site meeting.** Bloomin' Gardens has advised that they were waiting for a response from ESBC Health & Safety.

**Annual Inspection of Play Area.** Chairman advised that he had spoken to MAC Groundwork who said that they were unable to reduce the price any further as the Parish Council was already receiving a good rate. Cllrs agreed to the following works being carried out – replacement of the plywood platform, replace rotten logs on the log walk and add more bark mulch to Multi-Play & Climbing Poles Fall Areas – at a total cost of £1,850.50 + VAT. Proposed by Chairman. Seconded by Cllr Barbara Marshall. All in favour. Order to be placed. **Action – Parish Clerk.**

**Kissing gate.** Cllr Barbara Marshall advised that the landlord did not remember anyone from SCC Rights of Way speaking to him about a ramp, but after looking at it he did not mind it being there. As agreed at the February meeting the Parish Clerk passed this information onto Rights Way. However, Rights of Way have been trying to contact the Parish Clerk to discuss the matter further.

**Gaps in fence.** Cllr Nicholas Preston raised about the previous proposal to open up a gap in the fence lower down the playing field. Cllr Barbara Marshall to speak to the landlord about the latest on the overspill car park. **Action – Cllr Barbara Marshall.**

### **Village Hall Update**

Possible future works. Chairman thanked the Village Hall Committee for the list of potential works. Discussion took place on each of the items listed:

Flat roof – Funding application has been submitted. Expect to know if been successful sometime during April / May. Discussion took place with regard to re-pitching the roof; however, a lot more money would be involved, but Cllrs acknowledged this would be a better longer term option.

Replace cracked coping stones on roof – The problem was access, plus a very expensive job (circa. £10,000) as would have to take off the stones and re-bed them. Cllrs did not dispute that the work did need doing.

Secure / replace loose tiles to main roof – Cllrs enquired if the Village Hall Committee has asked for prices. Response was no.

Eradicate damp to internal south wall and damp in ladies toilet – Various solutions were discussed e.g. chemical treatment / seal / Formica sheets. However, it did not help that tarmac had been laid up to outside wall.

Repair / replace car park lights – Village Hall Committee was asked if there was electric to them or was it just the bulbs that had failed. Cllr Arthur Renshaw offered to look into this as maybe the bulbs had failed; if so, it was suggested they were replaced with LED low wattage bulbs instead of halogen. **Action – Cllr Arthur Renshaw.**

Remove rubble from attic ceiling and repair damaged joist(s) – Cllrs acknowledged the matter raised but agreed it was not urgent.

Replace cracked and damaged wall tiles in kitchen – All agreed work needed to be done for Health & Safety reasons. Various options were discussed. Chairman to speak to Mr Tony Williams, Treasurer of the Committee about installing a splash

back. Members of the Village Hall Committee who were present were happy with this suggestion and agreed to the solution. **Action – Chairman.**

Refurbish kitchen area including units – Chairman commented that this wasn't an issue before when he was Chair of the Village Hall Committee. Members of the Village Hall Committee said since the oven was installed the worktop had got chipped. **Action - Village Hall Committee to look into getting a trim.**

Cllr Arthur Renshaw commented that it was satisfactory for the Village Hall Committee to put forward jobs for consideration, but emphasised that in his opinion the Committee must obtain prices before coming to the Parish Council meeting.

Cllr Arthur Renshaw went onto say that he was concerned that financially the Parish Council was going back to where Cllrs were a few years ago i.e. agreeing to paying out regular amounts of money; whereas back in February 2013 the Parish Council agreed to a percentage of the precept being available to the Village Hall Committee each year.

Chairman said it was important that the list of possible future works had come to the Parish Council's attention.

It was raised again, that everyone involved needed to have a clear understanding of the Constitution i.e. the roles of the Parish Council as trustees and the Village Hall Committee with regard to maintenance of the Hall.

**Constitution.** Carried over from February meeting:

Vice Chairman to contact the Treasurer of the Committee regarding the Constitution of the Hall. **Action – Vice Chairman.**

**Flooding of Village Hall.** Update waited from Highways. The water test planned for 22 February was not undertaken; however, after some discussions Cllrs still agreed that the idea to replace the 4 inch guttering with 6 inch and redirect the water flow to the far end by the bay window, with the addition of a separate downspout, was still a good idea. Cllrs agreed to proceed on this basis. Cllr Arthur Renshaw offered to speak to Timbuild to obtain a price and to include whilst working at the guttering level to be asked to push some roof tiles back into place. All Cllrs in favour. **Action – Cllr Arthur Renshaw.**

### **Any Other Business**

The matter of a big boulder was discussed. **Action – Parish Clerk to contact Ms Sam Griffiths.**

Member of the Public enquired if the Parish Council would be willing to allow access off the Village Hall car park and over the boundary fencing for the lifting / installation of an oil tank onto their property, then the subsequent filling of the tank. Cllrs discussed the matter and the Member of the Public asked for the outcome to be put in writing.

Member of the Public left the meeting room.

Further discussion took place with regard to this matter, in that the Parish Council would like to see plans of where the tank was proposed to be located and was surprised to hear that the tanker's pipe would not reach from the highway. Cllrs agreed to put the Parish Council's response in writing asking for these details before anything was agreed. **Action – Parish Clerk.**

**As no other business arose the open meeting closed 9.25p.m.**

**Date of the next monthly meeting: Thursday 9 April 2015, 7.30 pm, Village Hall.**

**Signed**

**Date**

**Chairman**

**2015 – Dates of Parish Council meetings:**

<b>14 May</b>	<b>11 June</b>	<b>9 July</b>	<b>10 September</b>
<b>8 October</b>	<b>12 November</b>		<b>10 December</b>

Minutes of the Parish Council meetings can be viewed in the noticeboard located outside the Village Hall.

Draycott in the Clay Parish Council has adopted the Model Publication scheme as approved by the Information Commissioner.  
Details are available via the Parish Council meeting or via the Parish Clerk.