

DRAYCOTT IN THE CLAY PARISH COUNCIL

Minutes of Parish Council Meeting held on 14 January 2016

Apologies: Chairman Cllr Ken Rudman

Present: Vice Chairman Cllr Mark Flavell (Chaired Meeting)
Cllrs Sue Fulford, Caroline Hulse, Barbara Marshall, Nigel Powlson
and Arthur Renshaw
Parish Clerk Mrs Rita Hill
Borough Cllr Stephen Smith, Crown Ward
5 Members of the Public

Minutes of the last Parish Council were agreed as read. Proposed by Cllr Barbara Marshall. Seconded by Cllr Nigel Powlson. All in favour.

Declaration of Interests

All Cllrs said that they were not aware of any at this point in the meeting, but would declare at the appropriate point during the meeting.

Matters Arising

ESBC re Emergency Planning. Having reviewed the documentation Cllrs agreed not to pursue this matter. **Action – Parish Clerk to advise Mr Read.**

Ironman event. **Action – Parish Clerk to enquire when the draft map will be available to view.**

Co-option of Councillors. **Action – Cllr Caroline Hulse to submit her form to RBS.**

Issue with Mr Andrew Griffiths MP - The Green, Pipehay Lane. Carried over from January meeting:

Ms Sarah Bridgman has been reminded about the Parish Council seeing a draft letter before it was sent to ESBC.

Community Post Office and Shop. Cllr Nigel Powlson reported that Mr Andrew Griffiths was very supportive of the work of the village Community Post Office.

Accounts for Payment

BT Payment Services Ltd, Parish telephone line	£ 87.54
--	---------

The above account was paid by Direct Debit on 29 December 2015. Payment proposed by Cllr Barbara Marshall and seconded Cllr Sue Fulford. All in favour.

Mrs R Hill, Parish Clerk salary January 2016 and expenses	£382.43
Staffordshire Pension Fund, re pension (January payment)	£121.36

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

Vice Chairman distributed the current receipts / payments accounts for 2015 / 2016.

Since the last meeting a duplicate picnic seat had been received from Wicksteed Leisure along with a second invoice for £49.20. This picnic seat has subsequently been collected / received by Wicksteed and a credit note has been issued to cancel the second invoice in full.

General Correspondence

WASP Funding. Cllr Smith has submitted the two applications (slide embankment and the gate & fencing) on our behalf. Appreciation for this was forwarded.

Email from Dovegate Prison re liaison meeting. Cllrs Sue Fulford and Caroline Hulse offered to attend the next meeting on Thursday 25 February at 6.00pm in the training centre. **Action – Parish Clerk to advise the Prison.** Cllr Arthur Renshaw raised about an item that was in the last issue of the Marchington Parish Magazine. Vice Chairman raised that he had corresponded with the Chairman of Marchington Parish Council.

Email from Klondyke Mill Preservation Centre re Bonfire Night and a Donation. A cheque for £50.00 as a donation for The Senior Citizens' Christmas party has been sent onto Mr T Williams, Treasurer of the Village Hall Committee.

Savills, Greaves Wood – Forestry thinning operation. Noted. Details to be posted on the Parish Council's website. **Action – Parish Clerk.**

Central Rivers Initiative re River Dove valley. Noted.

HMP Dovegate re The Art of Conviction exhibition. Noted. Details to be posted on the Parish Council's website. **Action – Parish Clerk.**

Community Council of Staffordshire re Best Kept Village Competition 2016. Noted.

Planning Applications and Related Matters

Public Exhibition – Former Barracks Site, Marchington. Anna Miller, Planning Manager has confirmed the request to add the Parish Council to the list of consultees.

Decision Notice:

P/2015/01511: Prior approval for the conversion of two agricultural buildings to form two dwellings. Proposed Barn Conversions, Greaves Lane, Draycott in the Clay. Refused.

P/2015/01626: Construction of a Solar Farm with ancillary development, including solar panels and frames, inverter cabin, comms building, substation, switchgear enclosure, CCTV columns and perimeter fencing (Non-Material Amendment relating to P/2015/00405 dated 08/07/2015 – amended site layout, amend appearance of inverter station, fence, comms building, amend panel row spacing,

panel height, panel orientation and location of CCTV). Land North of Moreton Lane, Draycott in the Clay. ESBC has approved this non-material amendment.

P/2015/01585 - The Lont, Stubby Lane. With regard to this planning application discussed at December's Parish Council meeting, Cllr Barbara Marshall advised that a number of Parishioners had raised with her that their properties backed onto the site but that they had not been advised of the application. Cllr Barbara Marshall at the time advised the Parishioners to contact ESBC direct.

Pipehay Farm. Outcome of investigations waited from ESBC Enforcement.

Clive Keble Consulting Ltd re Marchington Neighbourhood Plan. Noted. Regarding the Barrack Blocks site, Cllr Smith said that the recent public exhibition was to gain peoples thoughts; that the site was not within the development boundary and that there was already sufficient land to satisfy the housing requirements for the Borough. Vice Chairman enquired what would happen to the site if a planning application was refused.

ESBC re Tree Preservation Order No TPO 323 – Draycott Lodge, 68 Stubby Lane, Draycott in the Clay DE6 5BU. Cllrs had no objection.

P/2015/01491: Application under Section 73 of the Town and Country Planning Act 1990 for the change of use of land for Private Gypsy caravan site comprising of two pitches including the retention of septic tank, fencing and gravel surfacing without complying with Conditions 2 & 6 of appeal decision APP/B3410/A/13/2202040 dates 04/02/2014 relating to the approved plans and the number of pitches. Land opposite Station Cottages, Station Road, Draycott in the Clay, DE6 4SU. Cllrs reviewed the Parish Council's previous grounds for objection; the results of the appeal and the changes within the latest planning application. Cllr Arthur Renshaw raised that the land had not been reinstated. Cllrs discussed the matter and agreed to respond saying the recommendation of the Inspector should be upheld.
Action – Parish Clerk.

P/2015/0165: Erection of a single storey front extension and rear canopy. The Orchard, Moreton Farm Barns, Moreton Lane, Draycott in the Clay, DE6 5BZ. Having received no representations from Parishioners, it was agreed that the Parish Council has no comment to make on this application. **Action – Parish Clerk.**

ESBC re Community Infrastructure Levy. Noted. Borough Cllr Stephen Smith advised that it was another form of income coming in – he said he would give an update at the next meeting.

Circulars Received

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

Highway / Traffic Matters

Issues with Mr Graham Hunt, SCC Community Partnerships Officer (Cannock Chase and East Staffordshire):

Average Speed Cameras - motorbikes. Given the amount of additional information requested by SCC it was agreed not to pursue this any further.

A50 improvements, diversion route and construction traffic. Cllr Smith reported that he had attended some meetings recently at which County Cllr Philip Atkins was present. Cllr Smith had requested that there were improvement in potholes / highway repairs of local roads during the construction period.

Boulder. SCC has begun the legal process to secure the removal of the boulder.

Visibility Splay. Vice Chairman read out the response from ESBC Enforcement. Cllr Arthur Renshaw asked Cllr Smith's for his view on whether planning conditions were a waste of time or not – as in this particular case ESBC Enforcement has come back saying that the visibility splay is not fully compliant with the conditions but is acceptable. Cllr Arthur Renshaw suggested that the Parish Council wrote to ESBC Chief Executive about this (cc. Cllr Smith). Cllrs agreed to this. **Action – Parish Clerk.**

Proposed A515 Weight Restriction south of Draycott in the Clay / Better signage at Six Roads End. No new information was reported.

Stubby Lane re Footpath. Site meeting took place. Vice Chairman read out the response from SCC. Cllr Arthur Renshaw confirmed the details of the correspondence. The costing was expected to be in the order of at least £30,000-£40,000 which the Parish Council is not in a position to fund. Cllrs agreed to reiterate this to Mr Graham Hunt. **Action – Parish Clerk.** Cllrs agreed to contact Mr Richard Norgrove as to whether he was any further forward on providing a permissive footpath. **Action – Parish Clerk.**

Stubby Lane re Pavement. Cllr Barbara Marshall raised that a Parishioner had commented to her that they were concerned that the raised pavement did not have a hand rail. Cllrs agreed that this was a County Council matter as they installed the pavement and it was their responsibility. **Action – Cllr Barbara Marshall to advise the Parishioner of this.**

Highway Incident outside The Barn, Stubby Lane. Mr Jeff Green has responded saying that repairs to damaged verges would be carried out very soon.

Hortons' Estate Limited / Kuehne & Nagel site. Mr Richard Norgrove to be asked for an update on the cutting back of the hedges. **Action – Parish Clerk.**

Village Facilities, Maintenance and Landscaping

Weekly inspection reports. Inspection reports received – no new issues reported. Carried over from January meeting:

Plastic cover missing off jungle climber. Replacement cover given to Cllr Barbara Marshall. **Action – Cllr Barbara Marshall.**

Bark under the jungle climber. Cllr Arthur Renshaw spoke with MacGroundwork who advised that the works had been carried out as agreed.

Replacement picnic seat. Carried over from January meeting:

Order received. Cllr Arthur Renshaw to enquire with Mr Lee to see if he can fit the seat. **Action – Cllr Arthur Renshaw.**

Litter bins. Vice Chairman and Cllr Arthur Renshaw met Mr Craig Dasilva, Willshee's on site on 8 January. A quote has since been received for the collection of 2 bins at a cost of £8.95 + VAT per lift per bin. Two metal retainer stands to be supplied to secure each bin and with restrictors to restrict how far the bins can be opened, at a cost of £103.00 + VAT per stand. A concrete base would be required for each bin – Parish Council to procure. Cllrs thought that a weekly collection was too often so agreed to initially start on a fortnightly collection. On this basis the yearly cost would be £465.00 + VAT. If any bin was damaged the replacement cost would come back to the Parish Council. Cllr Sue Fulford queried if children would be able to reach to put litter in the bins. As well as the cost of the concrete bases the Parish Council would have to bear the cost of removing the existing bins. Parish Clerk raised that previously the mowing contractor had asked the Parish Council to take into account the positioning of bins in relation to the grass mowing / strimming. Location of the bins - one near the gate at The Swan PH end and the other by the jungle climber. Proposed Cllr Barbara Marshall. Seconded by Cllr Sue Fulford. All in favour. Willshee's to be advised that in principle Cllrs wished to go ahead with the order, but would appreciate knowing the size required for the concrete bases. **Action – Parish Clerk.** Once the size is known Cllr Arthur Renshaw to contact Mr Gregson for a quote for the concrete bases and to remove existing bins (after the new bins have been installed), with a request that the Parish Council keeps the old bins. **Action – Cllr Arthur Renshaw.**

Goal posts. Cllr Nigel Powlson raised that two Parishioners had spoken to him saying that they did not want the football pitch to be located near to their properties for fear of balls coming onto their property. Cllr Nigel Powlson advised that he had informed them that at the December Parish Council meeting Cllrs had agreed not to proceed with the idea.

Kissing gate. Cllrs agreed for a reminder to be sent to SCC asking when the works would be carried out. **Action – Parish Clerk.**

Notice at playing fields. Carried over from October meeting:

Chairman suggested that a company be asked to quote to erect four noticeboards. **Action – Cllr Arthur Renshaw.**

Village Hall Update

Vice Chairman reported that since the last meeting two pieces of correspondence had been received from the Village Hall Committee and circulated to Cllrs: (1) Email dated 5 January 2016 from the Village Hall Treasurer advising that all Committee members had been removed from the Charity Commission register and indicating that the Treasurer would resign at the end of March (2) Letter dated 4 January 2016 from all Committee members stating that "with immediate effect we absolve all responsibility of Draycott in the Clay Village Hall". Vice Chairman said he took these pieces of correspondence to indicate that the Committee had resigned. Vice Chairman acknowledged this and wished to recognise their past efforts.

An in-depth conversation took place between Cllrs and Members of the Village Hall Committee covering ACRE's roles and responsibilities of Managing Trustees, liabilities, insurance matters, health & safety matters (especially in regard to the kitchen), how other Village Halls operate and the weekly classes.

Discussion took place regarding the way forward. It was agreed to:

- Close the Village Hall to new activities / bookings.
- Advertise for new Committee Members via a flyer inviting people to a meeting on Thursday 11 February at 6.30pm in the Village Hall to see if a new Committee can be formed.
- Approach potential candidates personally.

It was further agreed that, if a new Committee cannot be formed the Parish Council would reluctantly and unfortunately have to look to move to closing the Village Hall.

Borough Cllr Stephen Smith enquired if a risk assessment could be carried out on the kitchen before the meeting so that people had this information. Mr B Whitford raised that someone had planned to come out next week to do this. Cllr Barbara Marshall said she was happy to attend the meeting. Mrs D Whitford confirmed that she was happy to continue to meet with the gentleman. **Action – Mrs D Whitford.**

Cllr Nigel Powlson suggested placing an advert in the local paper. He added that he had looked at funding opportunities and had lots of information on this.

Vice Chairman commented that should, in the absence of a new Committee, the Parish Council wish to move to sell the Village Hall that there was a defined process to be followed and that guidance would also be required from the Charity Commission.

Mr B Whitford left meeting room to contact Mr T Williams, Treasurer.

The meeting went on to discuss that following the last meeting Cllrs had been sent details of the PAT testing requirements. Regarding the fire alarm project, it was noted that the installation does not fully reflect the specification drawings which the Parish Council had assumed would be supplied to the contractor by the Chairman or other representative of the Village Hall Committee. It was further noted that that the blue flashing light should be inside the Hall, but that it is actually on the outside wall at the front of the Hall. It was agreed to revisit the PAT and fire alarm issues should a new Committee be formed and the hall continue to operate.

Mr B Whitford re-entered the meeting room and advised that Mr T Williams confirmed that their insurance was in the name of Draycott Village Hall.

Further discussion took place regarding the way forward, including the potential for immediate closure. Village Hall Committee members left the meeting room to discuss their position. They confirmed that, while their communications of 4 and 5 January stand, in that they did not regard themselves as Managing Trustees, they were willing to continue to supervise the day to day operation of the Hall for another week. As one member was missing they agreed to meet as a group early week commencing 18 January 2016, then come back to the Parish Council with their final decision.

The plan outlined above for partial closure of the Hall and advertising for a new Committee was confirmed, with the (ex) Committee supervising day to day activities.

Actions:

Mr B Whitford to ask Mr T Williams to deliver the insurance documents to the Vice Chairman tomorrow. Also to ask Mr T Williams about the Committee's membership of the Staffordshire Village Halls Advisory Service.

Mrs J Murphy to stipulate that the yoga classes do not light any candles in the Hall.

Vice Chairman to produce flyer advertising for new Committee members and distribute to Cllrs.

Precept

Borough Cllr Stephen Smith explained about national precept budget levels and that he would provide an update at the next meeting.

Any Other Business

Cllr Sue Fulford raised that the pothole near the Kuehne & Nagel site had been marked up in white but that repairs had not been carried out. Cllr Barbara Marshall offered to record it again with SCC. **Action – Cllr Barbara Marshall.**

Cllr Nigel Powlson raised that a Parishioner had suggest that they would like to receive the Parish Council Newsletters by email. Discussion took place and the consensus was to stay with the current delivery method. Note: The agenda, minutes and newsletters are available on the Parish Council website - <http://draycottintheclayparishcouncil.btck.co.uk/>

Borough Cllr Stephen Smith mentioned the ESBC employment briefing.

Cllr Arthur Renshaw raised that an outside light at Village Hall needed repairing. Issue to be looked into. **Post meeting note: A temporary fix has been carried out.**

Member of the Public raised that there was a large bush which required attention on the corner of Pipehay Lane. Cllr Caroline Hulse offered to take a photograph and send to the Parish Clerk. **Action – Cllr Caroline Hulse.** Parish Clerk to then contact ESBC and SCC to see who owned the area of land. **Action – Parish Clerk.**

As no other business arose the open meeting closed 10.25 p.m.

Date of the next monthly meeting: Thursday 11 February 2016, 7.30 pm, Village Hall.

Signed



Date 11 February 2016

Chairman

2016 – Dates of Parish Council meetings:

	10 March	14 April	12 May
9 June	14 July	8 September	13 October
	10 November	8 December	

Minutes of the Parish Council meetings can be viewed in the noticeboard located outside the Village Hall and <http://draycottintheclayparishcouncil.btck.co.uk/>