

DRAYCOTT IN THE CLAY PARISH COUNCIL

Minutes of Parish Council Meeting held on 9 June 2016

Apologies: Vice Chairman Cllr Mark Flavell and Cllr Sue Fulford
Borough Cllr Stephen Smith, Crown Ward

Present: Chairman Cllr Ken Rudman
Cllrs Caroline Hulse, Barbara Marshall, Nigel Powlson and Arthur Renshaw
Parish Clerk Mrs Rita Hill
PCSO Lucy Hadfield (part)
2 Members of the Public (1 part)

Minutes of the May Parish Council meeting were agreed as read. Proposed by Cllr Barbara Marshall. Seconded by Cllr Caroline Hulse. All in favour.

Minutes of the Extraordinary Parish Council meeting held on 26 May 2016 were agreed as read with the following addition under Any Other Business (page 1450) "it is Sudbury Crossing, Draycott in the Clay." Proposed by Cllr Barbara Marshall. Seconded by Cllr Arthur Renshaw. All in favour.

Cllr Caroline Hulse enquired if the Parish Council would consider displaying the draft / unapproved minutes of meetings. Cllrs discussed the matter and agreed to continue with the current situation of displaying the approved minutes.

Register of Members' Interests Forms

Cllr Sue Fulford to hand her completed form to the Parish Clerk. **Action – Cllr Sue Fulford. Parish Clerk to forward details received so far to ESBC.**

Policies, Procedures and other related documents

Carried over from May meeting:

Cllrs agreed last year to review all documents every two years unless changes were notified. Chairman advised that SPCA had sent through updates to the Model Financial Regulations. **Action – Vice Chairman to review.**

Declaration of Interests

The declaration made by Cllr Caroline Hulse at the April 2016 Parish Council meeting was ongoing. Cllrs acknowledged this.

Cllr Arthur Renshaw said that he may have to declare an interest later on in the meeting.

Matters Arising

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Police Matters. PCSO Lucy Hadfield attended the meeting to advise that she was now responsible for Draycott in the Clay and that PC Richard Boulter was a Response Officer. PCSO Hadfield said that she was also the Horse Watch Officer and Rural & Wildlife Crime Officer. She asked that the Parish Council agenda be sent to her.

Action – Parish Clerk. She went onto say that she would ask PC Richard Boulter for the key to the Village Hall; that she would pick-up the Police drop-in sessions at the village shop and advise the Parish Clerk when they were; she then mentioned about the Staffordshire Smart Alert app and that Owl was the Neighbourhood Watch. No issues were raised at the Community Police Drop-In meeting on Saturday 14 May. Regarding the previous request for an up-to-date Police contact poster for the noticeboards within the village – she advised that they were working on this.

RBS Bank Mandate. RBS has advised that the forms need to be re-submitted. Action at July's Parish Council meeting. **Action – Parish Clerk.**

The Green, Pipehay Lane. Mr Andrew Griffiths MP has sent a copy of the response received from Mr Andy O'Brien, ESBC and advised that he had written to Mr John Henderson at SCC and would forward his reply in due course. In Mr O'Brien's response he raised that "Should the residents of Pipehay Lane wish to approach the Borough Council with a proposal to acquire the land surrounded by Pipehay Lane, this would be given due consideration." The matter of The Green was raised with County Cllr Philip Atkins at the Extraordinary Parish Council meeting on 26 May 2016.

Carried over from the Extraordinary Parish Council meeting on 26 May 2016 with County Cllr Philip Atkins:

The Green, Pipehay Lane. Action – Borough Cllr Stephen Smith to speak to Mr Michael Hovers, ESBC.

Mr Andrew Griffiths MP hoped to attend the Parish Council meeting on 14 July. **Action – Parish Clerk.**

Carried over from May meeting:

Vice Chairman to enquire with Mr Andrew Griffiths MP if he was still prepared to support the Parish Council with regard to HGV's. **Action – Vice Chairman.**

Ancient monument well / fountain, Pipehay Lane. Savills to contact Cllr Arthur Renshaw for further information.

Accounts for Payment

Receipts:

ESBC, Precept and Grant Support (1 st of 2 payments)	£8,733.09
Donation towards the renovation of the slide embankment	£ 20.00

Payments:

Mrs R Hill, Parish Clerk salary June 2016 and expenses	£ 366.85
Staffordshire Pension Fund, re pension (June payment)	£ 126.12
HMRC, Quarterly PAYE payment	£ 269.80
Bloomin' Gardens & Landscapes Ltd, Grass mowing invoice no. 640092	£ 179.10

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Willshee's Skip Hire Ltd, Collection of mixed municipal waste on 24 May 2016	£ 10.74
CPRE, Renewal of annual membership 2016 – 2017	£ 36.00
Treemendous Estate Care, Supply and install gate and fence at playing field	£ 417.20
K Rudman, Reimbursement of expenses re ink cartridges for Parish Council printer	£ 85.56

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

Chairman distributed the current receipts / payments accounts for 2016 / 2017.

Chairman advised that the Parish Clerk had negotiated a very good price with Zurich Municipal in relation to the annual renewal of Local Council Policy insurance. Cllrs agreed to a couple of amendments – removal of old bins, addition of the new gate and fence and to enquire about the situation of the contracted waste bins. He added that the cover for the following items had been increased with no additional charge - Fidelity Guarantee and Legal Expenses. Cllrs agreed to stay with the 1 year agreement. Proposed by Cllr Barbara Marshall. Seconded by Cllr Arthur Renshaw. All in favour. **Action – Parish Clerk.**

Submission of the Annual Return for the year ended 31 March 2016

Parish Clerk to display on the noticeboard and publish on the Parish Council website the Notice of Appointment of Date for the Exercise of Electors' Rights and to send off the Annual Return plus relevant documents to the Audit Commission for the calling date of 24 June 2016. **Action – Parish Clerk.**

Carried over from May meeting:

Cllrs agreed to purchase a small gift of appreciation for Mr John Wood. Proposed by Chairman. Seconded by Vice Chairman. All in favour. **Action – Parish Clerk.**

General Correspondence

WASP Funding. The works have been completed. Cllrs commented that the work carried out was to a very good standard. The invoice has been received and paid and this now needs to be submitted to ESBC in order to reclaim the money. **Action – Parish Clerk.**

Staffordshire Pension Fund re Local Government Pension Scheme Administration – i-Connect. SCC has given an extension to respond.

Carried over from May meeting:

All Cllrs agreed to implement i-Connect. Parish Clerk advised that she was waiting further information regarding implementation. Proposed by Chairman. Seconded by Cllr Barbara Marshall. All in favour. **Action – Parish Clerk to submit reply form.**

SCC re Rights of Way Guide. Noted.

Prison Liaison Meeting, 16 June. Cllr Caroline Hulse offered to attend.

ESBC re Notice of Poll and Situation of Polling Stations. Noted.

ESBC re Public Space Protection Order. Cllrs agreed to include the Dog Control Orders for the Parish to be included in the new Public Space Protection Order. **Action – Parish Clerk.**

Planning Applications and Related Matters

Decision Notices:

P/2016/00482: Retention of a detached building for use as a store for the existing public house. The Swan, Main Road, Draycott in the Clay. Permitted.

P/2016/00494: Erection of a first floor front and single storey side and rear extensions. Longmynd, Ashes Lane, Draycott in the Clay. Permitted.

ESBC re Tree Preservation Order No. 323 – Draycott Lodge, 68 Stubby Lane, Draycott in the Clay. ESBC has decided 'to confirm the order'.

P/2016/00062: Continued use of land as an equestrian livery yard and retention of a laminitis paddock and fencing. Pipehay Farm, Pipehay Lane, Draycott in the Clay. Chairman invited the Member of the Public to speak. They spoke about their concerns, in that, the rights of way markers over the site may have been altered; that the drawings with the application do not show all of the rights of way over the site; more horses were currently grazing on the land than the application stated; the application stated a maximum of one horsebox but currently there were three on site. A comment was raised about the increase in horse muck on the highways within the area. Cllr Nigel Powlson raised that he had received a number of verbal complaints from Parishioners about the proposal. Cllr Caroline Hulse also raised a concern relating to postings on a social media site. Chairman summed up saying that as there were numerous grave concerns and that there already appeared to be breaches in the numbers quoted within the application that he recommended to Cllrs an extension be requested to the Planner as a result of the numerous complaints received from Parishioners and the need to gather evidence. **Action – Parish Clerk.**

ESBC re Marchington Neighbourhood Development Plan. Chairman wished to thank the Vice Chairman for submitting the response to ESBC and for sending a courteous copy to Marchington Parish Council.

ESBC, brownfield sites. Cllrs acknowledged the map received.

P/2016/00536: Erection of a general purpose agricultural building. The Swan, Main Road, Draycott in the Clay. No further update.

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Savills, planning matter. Ms Naomi Bloxham has advised that she would endeavour to provide an update; however, this matter was not being dealt with by her section as managing agents.

ESBC re Town and Country Planning Act 1990 – Appeal Under Section 78 – Written Representation, Proposed residential development, The Lont, Stubby Lane, Draycott in the Clay. Cllrs agreed to send a duplicate copy the Parish Council's comments to The Planning Inspectorate. **Action – Parish Clerk.**

ESBC re Electronic Consultations on Planning Applications. Chairman advised Cllrs that from 1 August 2016 ESBC would no longer be sending out paper copies of planning applications and that details would be accessed via the ESBC's web site. He suggested as an alternative option that the Parish Clerk printed out the details and brought them to the meeting (this would be reviewed). **Action – Parish Clerk.**

Circulars Received

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

Glasdon re Product literature. Noted.

HAGS re Product literature. Noted.

Fields in Trust and The Royal British Legion re Centenary Fields. Noted.

Highway / Traffic Matters

Hortons' Estate Limited re Permissive Route, Stubby Lane. Chairman has received the following update from Mr Richard Norgrove – 'Horton's Solicitor's to liaise with the Council regarding the pavement area'.

Joint meeting on 19 May between Staffordshire County Council and Parish and Town Councils in East Staffordshire. Cllrs Sue Fulford, Barbara Marshall, Arthur Renshaw and the Parish Clerk attended – a resume of the meeting was provided.

Parish Councils carrying out highways repairs e.g. Instarmac. Mr Graham Hunt advised that he was still waiting for SCC Highways Department to advise him on what might be possible, but obviously it comes with some big issues around risk, liability, competence and capacity and that he would forward further information as soon as it is released. **Action – Mr Graham Hunt.**

Problems with the drain opposite Lyndhurst and HGVs spraying water on to the adjoining property of The Cedars. Mr Graham Hunt advised that he would chase the matter up. **Action – Mr Graham Hunt.**

Increase in HGVs using Stubby Lane (B5017). On-going issue.

Proposed A515 Weight Restriction south of Draycott in the Clay / Better signage at Six Roads End. Chairman advised that the report was out and await feedback from the Vice Chairman. **Action – Vice Chairman.**

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A50, Balfour Beatty. Since the last meeting Mr Matthew Nance has provided details relating to the route assessment and the pending closure of the A50. Vice Chairman, Cllrs Caroline Hulse, Barbara Marshall and Arthur Renshaw attended an informal meeting with the following people - Mr Matthew Nance (Balfour Beatty), Mr David Groves (Operations Manager, Connect A50 Ltd) and Mr David May (Contracts Director, Balfour Beatty) on Tuesday 31 May 2016. Cllrs advised that the meeting went well – points discussed were the route assessment, contraflow, temporary speed limit along Stubby Lane and concern about vehicles damaging the local roads. A missing action regarding signage was questioned. **Action – Parish Clerk to contact Vice Chairman.**

A50, Diversion using B5017. Carried over from the May Parish Council meeting: Borough Cllr Stephen Smith is in the process of setting a date for Mr Steve Burrows, Assistant Director for Highways, SCC to drive with the Chairmen of Draycott in the Clay and Marchington Parish Councils the route from Uttoxeter to Sudbury.

Action – Parish Clerk to chase up a date.

Owners of Petrol Filling Station, petition. Carried over from May meeting: Vice Chairman to enquire if the Parish Council could provide any further assistance. **Action – Vice Chairman.**

Extraordinary Parish Council meeting on 26 May 2016 with County Cllr Philip Atkins. Cllrs commented that the meeting went well. Chairman wished to thank the Vice Chairman for drafting the letter to go to Cllr Atkins – Cllrs agreed it was a superb letter and that there were no alterations. **Action – Parish Clerk to inform the Vice Chairman of this so that it can be sent off.** Cllr Nigel Powlson raised that recently in the Burton Mail there was an article on the new A38 bridge. Details to be forwarded to the Vice Chairman. **Action – Parish Clerk.**

Overhanging bushes along Moreton Lane. Carried over from May meeting: Cllr Smith offered to try and find out the name of the landowner. **Action – Borough Cllr Stephen Smith.**
Action – Parish Clerk was asked to chase this matter up.

Ironman, Sunday 12 June 2016. Cllr Nigel Powlson updated Cllrs saying that a representative from Ironman had met with him and other local businesses and that the discussions held were useful and productive.

Village Facilities, Maintenance and Landscaping

Weekly inspection reports. Inspection reports received – no new issues raised. New rota has been issued. Cllr Arthur Renshaw advised that the screws had come out again of the zig-zag twister and repairs had been carried out. He asked that when Cllrs carried out their inspections if they could take a closer look at the fixings. **Action – Cllrs.**

Wheelie waste bins. Retaining bars have since been fitted by Willshee's. The old waste bins have been removed and stored at the Village Hall. Parish Clerk suggested

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that the bins were checked to see how full they were in case the collection schedule needed to be altered. **Action – Cllrs.** Uttoxeter Rural Parish Council has expressed an interest in the old litter bins. **Action – Parish Clerk.**

Noticeboards. Carried over from the May meeting:

Parish Clerk to draft an advisory notice. **Action – Parish Clerk.**

The new noticeboards have been added to the insurance policy.

Alterations to gate, footpath 8(a). Works should be carried out by the Neighbourhood Highways Team when they visit the Parish in July.

Renovation of slide embankment. County Cllr Philip Atkins has pledged £500.00 from the Staffordshire Local Community Fund (SLCF). A donation of £20.00 has been received from a Parishioner. Collection boxes for donations were in the Village Shop and The Swan Public House. Staffordshire Playing Fields Association only provides loans, but has given other suggested areas of funding to apply for. **Action – Chairman and Cllr Barbara Marshall.** Since the last meeting Cllr Barbara Marshall has submitted an application to Groundworks / Tesco 'Your Bags of Help'. Borough Cllr Stephen Smith has sent a form for the CCF. **Action – Parish Clerk.**

Annual closure of gaps in playing field. To be actioned October / November time. **Action – Parish Clerk.**

Member of Public left the meeting room.

Defibrillator. Cllr Caroline Hulse enquired if the Parish Council had considered looking into this. Chairman advised that Cllrs had, but at the time cost was an issue and still was now. Cllrs agreed that they would be happy to reconsider the matter and agreed to a diary note for April 2017. **Action – Parish Clerk.** Cllr Nigel Powlson mentioned about the Keith Calladine Trust. In the meantime Chairman asked Cllr Caroline Hulse if she would be prepared to look into the scheme. **Action – Cllr Caroline Hulse.**

Village Hall Update

Cllr Arthur Renshaw declared an interest and took no further part in the discussions or decisions.

Fire Alarm. An approximate quote has been received from ESREM. All Cllrs agreed that this was not specific enough and that an official tighter quote was required. **Action – Parish Clerk.**

Village Hall Conveyance and Deeds. Parish Clerk confirmed that she had received the original conveyance and deeds held by Mr Eric Wagstaff, Treasurer of the Village Hall Committee and that she had issued a receipt. The documents were now with the Parish Council's Solicitor. Parish Clerk had scanned these documents and was asked to forward these to Cllrs. **Action – Parish Clerk.**

Village Hall Committee Meetings. Cllr Nigel Powlson was unable to attend the Village Hall meeting as it clashed with the Parish Council meeting, but confirmed he

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had raised the issue of the electrical fuse cupboard not being locked. Chairman reported that the Chair of the Village Hall Committee had advised him that the Committee had been successful with funding for a new kitchen through Tesco and that Cllrs were invited to a press launch on 8 July at 3.00pm. **Action – Cllrs.** Concern had been raised by the Committee of the waste bins that had been deposited at the rear of the car park. When the matter was raised Cllrs moved the bins to a safer location. The Committee were carrying out an audit of the people who have keys to the Hall. **Action – Parish Clerk.**

Any Other Business

Chairman wished to thank the Vice Chairman for putting together the last Newsletter. Cllr Barbara Marshall raised on behalf of Cllr Sue Fulford that an item on bonfires be included in a future Newsletter. Cllrs agreed to make a diary note for May 2017 and for the Parish Clerk to find out further details off ESBC's website. **Action – Parish Clerk.**

Cllr Caroline Hulse explained that when she goes round delivering the Parish Council Newsletter she introduces herself to Parishioners who are out and about and wondered what other Cllrs thought about including in a future issue about 'who are your Cllrs'. Discussion took place, some Cllrs opposed certain ideas, but in principle Cllrs present thought the idea of photographs of each Cllr was a good idea, but wished to reserve judgement until all Cllrs had had a chance to discuss the suggestion.

As no other business arose the open meeting closed 9.45p.m.

Date of the next monthly meeting: Thursday 14 July 2016, 7.30 pm, Village Hall.

Signed

Date 14 July 2016

Chairman


2016 – Dates of Parish Council meetings:

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/>

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.