

## DRAYCOTT IN THE CLAY PARISH COUNCIL

### Minutes of Parish Council Meeting held on 13 October 2016

Apologies: Vice Chairman Cllr Mark Flavell, Cllrs Caroline Hulse and Arthur Renshaw

Present: Chairman Cllr Ken Rudman  
Cllrs Sue Fulford, Barbara Marshall and Nigel Powlson  
Parish Clerk Mrs Rita Hill  
Borough Cllr Stephen Smith, Crown Ward  
PCSO Lucy Hadfield (part)  
2 Members of the Public (1 part)

The minutes of the September Parish Council meeting could not be approved as there were insufficient Cllrs present at the October meeting who were present at the September meeting, therefore minutes to be approved at the next Parish Council meeting.

#### **Declaration of Interests**

None were received.

#### **Matters Arising**

**RBS Bank Mandate.** RBS has confirmed that the account mandate has now been fully updated and effective from 29 September 2016.

**Ancient monument well / fountain, Pipehay Lane.** Savills to contact Cllr Arthur Renshaw with a view to undertaking a joint site visit.

**Route of Footpath 9.** Mr Gordon Batey thanked the Parish Council for the local knowledge and has made a request for SCC Spatial Team to double check their information.

PCSO Lucy Hadfield entered the meeting room.

**Amount of horse manure along Riddings Lane.** Carried over from September meeting:

Cllrs agreed for a letter to be sent. **Action – Parish Clerk.**

**Shoot dates.** Details have been received. **Action – Parish Clerk.**

**Parish Council Newsletter.** Draft Newsletter in hand. **Action – Vice Chairman and Parish Clerk.**

#### **Accounts for Payment**

BT Payment Services Ltd, Parish telephone line

£ 83.08

The above account was paid by Direct Debit on 26 September 2016. Payment proposed by Cllr Sue Fulford and seconded Cllr Nigel Powlson. All in favour.

Mrs R Hill, Parish Clerk salary October 2016 and expenses	£482.62
Staffordshire Pension Fund, re pension (October payment)	£160.17
Grant Thornton UK LLP, Fee in respect of the 2016 Annual Audit	£120.00
Bloomin' Gardens & Landscapes Ltd, Grass mowing invoice no. 640703	£179.10
The Play Inspection Company Ltd, Annual Inspection of play area	£ 75.00

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

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

### **General Correspondence**

**Prison Liaison Meeting.** Meeting planned for 26 October 2016 has been cancelled – alternative dates have been put forward – awaiting a response from Cllr Caroline Hulse. **Action – Cllr Caroline Hulse.**

**St Augustine's First School re Christmas trees.** Correspondence received from the School. Parish Clerk was asked to contact Mr Neil Fraser, Savills regarding trees for the School and the Village Hall. **Action – Parish Clerk.**

**Grant Thornton re Audit for the year ended 31 March 2016.** Chairman reported that Grant Thornton had returned the Council's Annual Return and thanked the Parish Clerk for all her hard work. The external auditor has reported that *"on the basis of our review of the annual return, in our opinion the information in the annual return is in accordance with proper practices and no matters have come to our attention giving cause for concern that relevant legislation and regulatory requirements have not been met. Other matters not affecting our opinion which we draw to the attention of the council relate to the order of signing the Annual Governance Statement (Section 1) and the Accounting Statements (Section 2)."* Parish Clerk to complete and display the Notice of Conclusion of Audit on the noticeboard and upload details to the website. Copy of the Return to be sent to Mr John Wood, Internal Auditor. **Action – Parish Clerk.**

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

#### **Decision Notices:**

**P/2016/00208:** Partial demolition and alterations of existing single storey building to accommodate the relocation of the HGV pump island, installation of 2 underground diesel storage tanks, a septic tank, a forecourt interceptor & replace and install new foul and storm water drainage along with erection of a 2.5 metre high acoustic fence (Amended Plans). Sudbury Filling Station, Station Road, Draycott in the Clay. Permitted.

Mr Alan Harvey, Planner has sent through information regarding the lawful use of the lorry park. Cllrs wished to seek clarification as to whether this applied to refrigeration lorries. **Action – Parish Clerk.**

**P/2016/01099:** Erection of a detached 3 bay garage. Moreton Hall Farm, Moreton Lane, Draycott in the Clay. Permitted.

**P/2016/00176:** Prior approval for the conversion of an agricultural building to form a dwelling. The Ash, Toby's Hill, Draycott in the Clay. Refused.

**Appeal:**

**P/2015/01585:** Proposed residential development, The Lont, Stubby Lane. Informal Hearing took place on 4 October 2016.

**Withdrawn:**

**P/2016/01058:** Erection of a replacement detached dwelling and detached double garage. The Lont, Stubby Lane, Draycott in the Clay.

**P/2016/01016:** Conversion of upper floor of existing garage/forge to form living accommodation. Yew Tree Farm, Stubby Lane, Draycott in the Clay.

**Planning Applications:**

**P/2016/01161:** Remodel front elevation, two storey side and front extensions, single storey rear extension with balcony over, link extension to barns to form swimming pool, conversion and extension to existing barns to form ancillary living accommodation, use of existing detached outbuilding as additional ancillary living accommodation, alterations to driveway and erection of entrance gates and walls and change of use to land to form garden area. Moat Farm, Station Road, Draycott in the Clay. Having received no representations from Parishioners, it was agreed that the Parish Council has no comment to make on this application. **Action – Parish Clerk.**

Member of the Public entered the meeting room.

**P/2016/00711 (Revised):** Retention of 14 floodlights to existing ménage. Pipehay Farm, Pipehay Lane, Draycott in the Clay. Chairman invited the Parishioner to speak. Cllrs agreed on a response relating to concerns regarding the effect of the lights on the village and on the residents and requested a site visit in the evening to see the site in operation i.e. lit. Plus, request that there be a condition that the lights cannot be raised in height. In addition, other concerns were raised that Cllrs requested be forwarded to the Planner. **Action – Parish Clerk.**

**Winshill Parish Council re Invitation to comment on the consultation draft of Winshill Neighbourhood Development Plan.** Noted.

**Private Gypsy site Station Road.** **Action - Borough Cllr Stephen Smith to seek an update.**

**Circulars Received**

SPCA Bulletin re Staffordshire Sustainable Drainage Systems Handbook. Noted.  
Savills re Duchy of Lancaster – Needwood Estate 2016 Newsletter. Noted.

Glasdon re Product literature. Noted.

HAGS re Product literature. Noted.

### **Highway / Traffic Matters**

**Hortons' Estate Limited re Permissive route and hedge, Stubby Lane.** Chairman advised that he had tried to make contact via telephone with Mr Richard Norgrove but was unsuccessful. Cllrs agreed that a letter be sent. **Action- Parish Clerk.**

**Problems with the drain opposite Lyndhurst and HGVs spraying water on to the adjoining property of The Cedars.** A reminder has been sent to Mr Graham Hunt.

**Proposed A515 Weight Restriction south of Draycott in the Clay / Better signage at Six Roads End.** Vice Chairman to be asked for an update at the next Parish Council meeting.

**A50, Balfour Beatty.** Mr Matthew Nance has advised that he is agreeable to erecting additional signs at the entrance of Marchington Industrial Estate when the A50 is diverted onto the B5017. Mr Nance advised that they currently have no planned works between now and the end of the year and would give 2 weeks notice of any works. With regard to the notice period Mr Nance to be reminded about the 12 week implementation for them to apply for a temporary reduction of speed to 30mph. **Action – Parish Clerk to seek clarification.**

**A50, Diversion using B5017.** **Action - Borough Cllr Stephen Smith hoped to have an answer for the next Parish Council meeting.**

**Extraordinary Parish Council meeting on 18 July 2016 with County Cllr Philip Atkins.** Cllrs wished to thank the Vice Chairman for drafting the letter to County Cllr Philip Atkins. Chairman read out comments received from Cllr Arthur Renshaw – Cllrs said that they were happy to send these comments to Cllr Atkins in separate letter. Cllrs saw these thoughts as a long term solution and decided to follow this up at the next meeting. Cllrs agreed, subject to a couple of minor amendments, the content of the draft letter to Cllr Atkins – Vice Chairman to be advised so that he can send the letter off. **Action – Parish Clerk / Vice Chairman.**

**Dumper trucks using the B5017.** County Cllr Philip Atkins, Mr Andrew Griffiths MP and Borough Cllr Stephen Smith have all been advised of recent events. Cllr Atkins has instructed Mr Chris Plant to investigate. Mr Griffiths has offered to elevate the matter.

**Overhanging bushes along Moreton Lane.** Chairman raised that another section was overgrown. Borough Cllr Stephen Smith offered to look into the matter. **Action – Borough Cllr Stephen Smith.**

**Overgrown shrubs junction of Stubby Lane and A515.** NHTeam has been advised.

**SCC re Temporary Traffic Regulation Order, A515 Station Road on 23 October 2016.** Noted.

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

**Weekly inspection reports.** Inspection reports received – two picnic seats have been damaged. Parish Clerk had obtained a cost from Wicksteed to replace these seats - £67.50 + VAT. Proposed by Cllr Barbara Marshall. Seconded by Cllr Sue Fulford. All in favour. **Action – Parish Clerk to place the order.**

**Old waste bins.** Would anyone like some waste bins, if so, please contact the Parish Clerk?

**Noticeboards.** Carried over from the May meeting:  
Parish Clerk to draft an advisory notice. **Action – Parish Clerk.**

**Renovation of slide embankment.** Carried over from September meeting:  
Mr Neil Fraser offered to put a case forward for funding through the Duchy Benevolent Fund. He would require a description of the works, details of the quote and photographs. **Action – Parish Clerk.**

Chairman advised Cllrs of the ESBC CCF conditions.

Chairman advised that he had met with MacGroundworks – the quote was still valid and the cost of the security fencing was £1.50 per panel per week plus £30 each way delivery and collection. Chairman added that the works would include for the removal of the five rotten logs and seven new logs to be installed on the back of the embankment; that the back would be built out so that the bank was more gradual; the two tunnels on the back side would be moved outwards; any sharp bits on the tunnels would be smoothed out; the deck area at the top would be extended (sleepers and boarding); works to be completed, invoiced and paid at March 2017 Parish Council meeting. Parish Clerk was asked to email the company seeking clarification on the number of fences required and for how long. **Action – Parish Clerk.**

Mr Ken Ashton, Village Show Committee to advise the Parish Clerk whether there would be a possibility of a donation towards the project.

Further donations towards the project have been received from The Stores £124.00 and The Roebuck £3.06. Thank you.

**Defibrillator.** Project with Cllr Caroline Hulse.

**Play Inspection Company re Annual Inspection Report.** Cllrs agreed to go ahead with the repeat inspection service for 2017 - slight increase from £62.50 + VAT to £65.00 + VAT. Proposed by Cllr Sue Fulford. Seconded by Cllr Nigel Powlson. All in favour. **Action – Parish Clerk to complete the order form.**

- **Zip wire.** Chairman spoke with MacGroundworks regarding the details raised within the annual inspection report. Parish Clerk was asked to forward the details to MacGroundworks to obtain a price and request that the works were to be carried out at the same time as the renovation of the slide embankment. **Action – Parish Clerk.**
- **Jungle climber.** **Action – Cllr Barbara Marshall to look into the covers.**
- **New bark and weeds.** Diary note for March 2017. **Action – Parish Clerk.**

**Cutting of the playing field boundary hedges.** Cllrs considered the two quotes received (£60.00 and £354.00 + VAT). Cllrs agreed to proceed with Mr Tom Sale at a cost of £60.00. Proposed by Cllr Sue Fulford. Seconded by Cllr Barbara Marshall. All in favour. **Action – Parish Clerk to place the order.**

### **Village Hall Update**

Chairman has received a request from the Chair of the Village Hall Committee to arrange to meet during the 1<sup>st</sup> week of November. **Action – Chairman.**

**Fire Alarm.** Cllrs response was sent to the Village Hall Committee.

Member of the Public left the meeting room.

**Parish Council equipment at the Village Hall.** A reminder was sent to the Village Hall Committee.

**Senior Citizens Christmas Party 2016.** A request for financial support has been received from the Village Hall Committee. Cllrs agreed to a response. **Action – Parish Clerk.**

**Annual closure of Village Hall rear gate.** New posters required. **Action – Parish Clerk.**

### **Any Other Business**

No new business.

**As no other business arose the open meeting closed 9.00p.m.**

**Date of the next monthly meeting: Thursday 10 November 2016, 7.30 pm, Village Hall.**

**Signed**      *Signature removed*

**Date** 10 November 2016

**Chairman**

**2016 – Date of Parish Council meeting:**

**8 December**

**2017 – Dates of Parish Council meetings:**

**12 January**

**9 February**

**9 March**

**13 April**

**11 May**

**8 June**

**13 July**

**14 September**

**12 October**

**9 November**

**14 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.