

ECCLESHALL PARISH COUNCIL

July 20th, 2016

A meeting of Eccleshall Parish Council was held on July 20th, 2016, at Broughton Parish Rooms at 7.30pm, this meeting was followed by a meeting of the Planning Committee. .

- 96/16). Present were:-**
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| Councillor D. Pimble (Chairman) | Councillor G. Garner (Vice-Chairman) |
| Councillor P. Jones | Councillor P. Mullee |
| Councillor M. Starkey | Councillor R. Langford |
| Councillor E. Amos | Councillor D. Jacques |
| Councillor J. Leather | Councillor C. Marshall |
| Mrs C. Heelis (Clerk) | 1 member of the press |
| 2 members of the public | Borough Councillor J. Pert. |
| Candidates for co-option:- Mr P. Alcock, Mr P. Allsop and Mr A. Le Monnier. | |

The meeting opened with prayers

Apologies were received and accepted from Councillors Delanchy, Taylor-Potts and Baskerville together with County Councillor Chapman and Mrs T. Price.

- 97/16). To consider Councillor requests for dispensations:-** No requests had been received.
- 98/16). Public Participation:-** The members of the public present did to wish to address the meeting.
- 99/16). To confirm the minutes of the Parish Council Meeting held on June 15th, 2016:-** The minutes, which had been previously circulated, were agreed and signed.
- 100/16). Co-options Eccleshall and Horsley Wards:-** Three of the four candidates were present and were asked to leave the room whilst each gave a short presentation to the meeting, answering questions from existing Councillors. Apologies had been received from Mrs T. Price who had prepared information sheets, which had been circulated to members.

Eccleshall Ward:- Following a secret ballot Mrs Tina Price of 49, Stone Road was duly co-opted to represent the Eccleshall Ward.

Horsley Ward:- Following a secret ballot Mr Adrian Le Monnier of 2, Horsley Farm Court, was duly elected to represent the Horsley Ward.

Councillor Pimble welcomed Mr Le Monnier to the Council and thanked the other applicants for their interest in the Council. Councillor Le Monnier signed a Declaration of Acceptance of Office and the Council agreed that Councillor Price should sign the declaration as soon as practicable before the next meeting of the Planning Committee on August 17th, 2016.

- 101/16). Reports from Borough and County Councillors:-**
- Borough Councillor J. Pert reported the following:-**
- **Taylor Wimpey:-** Both current planning applications had been 'called in', but there had been no further progress and the development proposals remained in abeyance.
 - **Neighbourhood Plan:-** Contrary to previous reports the Plan still had to be passed at a meeting of the Borough Council, which was due to be held next week.
 - Mr T. Manders had retired and a new Head of Planning had been appointed.
 - A new Chief Executive of Stafford Borough Council would be appointed imminently.
 - A fuel poverty scheme was being finalised and should be in place for the winter
 - Councillor Pert had launched a scheme aimed at reducing the number of category 1 hazards in the home and assisting people with grants for aids and energy efficiency savings to help them remain in their homes and avoid hospitalisation.
 - An innovative scheme had been launched at Drake Hall to repair and refurbish bicycles.
 - The toilet area was almost complete, thanks were extended to all those involved.
 - The traffic lights on Stafford Road at the junction with the Chebsey Road would be removed in the autumn when improvements works at the Norton Bridge Junction were completed. Some of the road was to be narrowed but the feeder lane would remain.

Borough Councillor P. Jones reported that he continued to hold monthly surgeries in Eccleshall and was currently working with the County Council to try and set up a community transport scheme in the town

102/16). **Committee Reports**

Traffic Management Committee:- Councillor Pimble reported on a meeting, which he had Chaired held on July 6th, 2016. Councillor P. Jones had been elected as Chairman in his absence and Councillor J. Leather as Vice-Chairman of the Committee.

The minutes included a report on a meeting held with Mr R. Rayson (Community Highway Liaison Manager) on June 29th, 2016, when the following issues had been discussed:-

- **Roundabout feature – Stafford Road** - This would be referred to in the minutes of the Policy and Resources Committee.
- **Slindon Update:-** Amey were currently conducting a feasibility study into a speed reduction through Slindon. The current speed limit of 50 mph was implemented as a result of a speed limit review conducted on the length of the A519 in 2011. Recommendations arising from the study were expected in July. It was noted that the Parish Council had not indicated support for the reduction in the speed limit but was awaiting the results of the feasibility study. Mr Rayson was working with Slindon residents to devise gateway features to help reduce traffic speeds.
- **Newport Road - Pavements:-** Mr Rayson reported the pavements would be inspected by the asset renewal team and categorised for patching / repair.
- **Traffic Speeds:-** A letter had been received from Mr and Mrs Banks of 9B, Newport Road requesting the installation of speed cameras, similar to the ones in Woodseaves, flashing 30mph signs, no overtaking signs and a mini roundabout at the Green Lane / Cross Butts junction.
Mr. Rayson had offered to reply to the letter directly and the committee requested the Clerk to respond indicating that the Parish Council sympathised and concurred with the concerns of residents along the A519. Negotiations had been undertaken with County Highways in the past to improve the junction of Cross Butts and Green Lane.
Mr. Rayson was asked to ascertain whether there was any recent data on traffic speeds on the Newport Road and arrange for the installation of a speed detection loop if necessary.
It was agreed to request County Highways to ensure that developers were required to provide funding for road improvements and gateway features on the Newport Road and County Councillor Chapman was to be asked to pursue this matter and also ensure that the relevant speed data was collated.
- **Neighbourhood Highway Team and future maintenance tasks:-** Mr Rayson indicated that visits from the Neighbourhood Highways Team would not continue into the next financial year. A reduction in funds signified cut backs in areas of general maintenance. It was planned to devolve responsibility for minor works ranging from grass cutting and siding out pavements to filling in pot holes, to Parish Councils and local communities, with support and guidance being provided by the Highways Authority. Councillor Langford expressed concern about health and safety implications and practical aspects of local councils undertaking highway works. It was agreed that the matter could be considered further upon receipt of formal notification of intent from the County Council
- **Parking on pavements:-** Mr. Rayson indicated that problems with vehicles parking on pavements in Stone Road and Castle Street was a matter for the Police and the local PCSO There was little support for introducing additional double yellow lines.
- **Small Lane:-** The condition of Small Lane and reported pot holes would be inspected.
- **SLOW markings carriageway A5013 approaching Linacre Road:** - An assessment would be made as to whether SLOW markings on the approach to Linacre Road would be beneficial.

The minutes of the Traffic Management Committee were adopted by the Council.

Enhancements Committee:- The next meeting would be held on September 7th, 2016.

Policy and Resources:- Councillor Pimble reported on a meeting of the Policy and Resources Committee held on June 29th, 2016. Councillor Pimble chaired the meeting, the election of Chair and Vice-Chair having been deferred to the next committee meeting.

- **Councils Insurances and Deeds:-** The Clerk circulated details of the land/property owned by the Parish Council and insurance policies relating to the Council and the Community Centre. The document had been circulated with the minutes of the meeting and was adopted by the Council.
- **Community Centre:-** It was noted that the Lease of the Centre to the Community Centre Association did not expire until 2033 and the minimal amount of rent charged was only ever intended as a peppercorn rent. Councillor Leather had inspected the lease and confirmed that it was a **Full Self-Repairing Lease**. This information clarified the situation and was noted for future reference.
- **Review of Financial Assessment and Internal Audit Controls:-** Copies of the documents had been circulated and were adopted by the Council.
- **Clerks Annual Appraisal / Development Review:-** The Clerks Contract and Job Description updated January 2005 referred to an Annual Appraisal / Development Review if requested by either party. It was agreed that a review was unnecessary at this time and that no further action was taken. If any issues were raised by the Parish Council or the Clerk a meeting of the Staffing Committee would be convened.
- **Review of Allotment Rents:-** It was noted that the rents had been increased by 30p from £3.00 per garden road to £3.30 with effect from April 2016. Twelve months' notice was required to increase rents, which had historically been increased every three years. A review would be undertaken in 2017 with a view to notifying the Association of a rent increase from April 2019.
- **Precept details:-** Copies of the circulated spreadsheet detailing the amount of precept and spend under the various headings had been circulated prior to the meeting no questions were raised.
- **Requests for funding:-** It was noted that although no grants had been made from the 2016/17 precept to date the grant fund available was only £1250.00 and other applications may yet be received in the current financial year.
Eccleshall Football Club:- Councillor Marshall declared an interest in this item. It was noted that the Football Club had not received any funds from the Parish Council in the last ten years. Extensive repairs were required to the clubhouse and £5,000 of essential equipment had been stolen during a recent break-in. **It was resolved to provide a grant of £500.00 to the Football Club.**
Eccleshall Youth Club (YoYo) - The Youth Club had applied for £250.00 towards the cost of providing summer activities and an inter-generational lunch. No Financial details had been provided to support the application. **The Council resolved that no grant was made on this occasion as the projects were not special events, did not require capital funding and could be self-financed.**
Eccleshall Show Society:- Councillor Jacques and Jones declared an interest in this item. The Show Society was applying for £298.00 to cover the increase in costs for the provision of First Aid at the Show. The accounts showed that the Society had substantial reserves and a minimal profit had been made at the 2015 event with over £1000.00 having been made in charitable donations. **The Council resolved that no grant was made on this occasion but that future applications would be considered if trends showed a loss over a number of years.**
Citizens Advice:- It was resolved not to support this application as historically the Parish Council only provided grants to groups within the Parish.
- **Roundabout feature, Stafford Road:-** Councillor Pimble reported that an offer to provide £5000 towards the Eagle sculpture had been received from Bovis. The Regional Management Team had been requested to reconsider this offer. .
Mr Rayson had provided a flow chart detailing the policy and procedure for the approval of applications to install works of art in the Public Highway. The first stage in the process would be to write to the County Council to apply for planning permission and also to Stafford Borough Council forwarding detailed drawings. The structure would require a licence from the County Council and a Section 50 licence at costs of approximately £100 and £250 respectively. The application process could take 2 - 3 months. **The Parish**

Council agreed to submit planning applications and apply for the necessary licences, subject to receiving a favourable response from Bovis.

An offer from Councillor Pert to arrange a pre-application meeting with Officers from the Planning Department and County Highways was welcomed.

- **Printing of Heritage Trail Leaflet:-** Two quotes had been received to print 1000 copies of the leaflet in full colour. **It was resolved to place an order with the cheapest tender of £120, Paul Harrison Design.**

The next meeting would be held on November 2nd, 2016, following the meeting of Planning Committee.

The minutes of the Policy and Resources Committee were adopted by the Council.

Footpaths Committee:- Councillor Mullee reported that issues raised by Marshalls were being addressed either by the County Council or the handyman. It was noted that Mr Smith had spent a considerable time trimming the vegetation on Footpath 13 from Blackbird Cottage to Shaws Lane. The hedge on the Taylor Wimpey land had become very overgrown, Mrs Heelis was asked to write and request the developer to ensure that the hedge was trimmed on a regular basis. The next meeting of the Footpaths Committee would be held on October 6th, 2016 at 6.30pm preceding the Planning Committee meeting.

103/16). Liaison Representatives:- There were no reports to receive from The Community Centre Association, Slindon Residents, Offley Hay Village Hall, or Tourism Bureau.

Allotments Association:- Councillor Starkey reported the following:-

- There were currently two vacant plots
- The gate latch required fixing
- The painting of the cabin would be completed in the autumn
- Hazel whips would be planted in the autumn
- A barbecue had been held and the Association was considering a similar event in the autumn or a member's dinner.
- Projects under consideration included removal of blackthorn at the rear of the cabin and installation of raised beds.

Ecclian Society:- The Open Gardens on June 18/19th had been very successful and the Tool Stall at the Street Market had raised a record amount.

Croxton News:- Councillor Langford reported the following:-

- The verges had been cut revealing a large amount of litter, which the litter picking group were planning to collect.
- Three planters had been placed at the entrances to the village.
- Discharge from the farm on Back Lane remained an issue.
- Members were encouraged to look at the tennis courts after the meeting, which had been re-laid.

Young People:- Councillor Marshall reported that the next meeting would be held in September 28th, 2016. Some members had been suspended after causing damage to the cricket club.

Festival:- Councillor Jones reported that the Festival had been a success and well attended.

104/16). New Developments:- Mrs Heelis reported receipt of an email indicating that as part of the adoption of site drainage by Severn Trent the Company was required to show that had been the Parish Council had been asked if it wished to adopt the pond and swales on the development. It was resolved to respond that the Parish Council did not have the resources to commit to the future maintenance of the pond and swales and therefore requested that the responsibility for these items was transferred to a Management Company.

105/16). Clerk's Report and Correspondence:-

Back Lane, Croxton:- Councillor Langford had expressed concern regarding a discharge from the farm on Back Lane, Croxton, which flowed onto the B5026. These concerns were noted, however, it was considered that the farmer was installing a track to the farm from the main road and was also hoping to relocate the milking parlour, which may alleviate the situation.

Picnic Site/Pump Site:- A letter had been received from Balfours following a roadside tree survey at the pump site and picnic site. Although some trees had been attended to at the Pump Site Mr Stevenson had requested a site meeting to consider the condition trees on the boundary of the Picnic Site and the Sugnall Estate and establish ownership. Councillors Pimble and Le

Monnier expressed an interest in attending a site visit and Mrs Heelis was asked to contact Mr Stevenson to arrange a date/time.

Scout request for funding:- An email had been received from Harrison Millward requesting funding for himself and another scout to attend a National Scout Jamboree in Sweden in July 2017. Both boys needed to raise £1000 and had several fundraising events planned. It was resolved to respond that the Parish Council was unable to provide funding to enable individuals to participate in such events.

Trees – Bishops Court:- An email had been received from Mr Watson indicating that the lower branches of a tree on the open space between Bishops Court and Market Fields were very low and drooping, making it difficult to traverse the footpath. Also a large branch had fallen off a tree by Hartlands Road. These concerns were noted by the Council.

Council Crest:- The Parish Council had granted permission for the Eccleshall Eagles Football Club to use the Council Crest on stationery in 2004. The Council was in agreement that this permission could be extended to include the use of the Crest on entrance signage at the site on the Swynnerton Road.

The Community Council was holding an awards ceremony for the Best Kept Village Competition on August 1st, 2016 at Eccleshall Community Centre. The Chairman agreed to attend and extend a welcome to the guests.

Council Meeting – September 21st, 2016 – It was agreed that Councillor Jones would Chair the meeting in September as both the Chairman and Vice-Chairman would be absent.

106/15). Chairman’s Report:- There was no report to receive.

107/16). Accounts:- Retrospective approval was granted for the following accounts, which had been paid since the last meeting:-

Trent Grounds Maintenance - grasscutting – <i>Open Spaces Act 1906 s.10</i>	315.60
Community First – Community Centre Insurance - <i>LGA 1972 s. 145</i>	1446.41
D. Smith – Footpaths maintenance - <i>HA 1980 s.143</i>	21.60

Authorisation was requested for payment of the following accounts:-

Salaries and associated costs - July <i>LGA 1972 s. 112</i>	2501.61
Expenses - <i>Local Government (Financial Provisions) Act 1963</i>	64.17
Salaries and associated costs - August - <i>LGA 1972 s. 112</i>	2426.80

All were in favour and the cheques were signed.

108/16). Items / Date and Venue for next meeting:- September 21st, 2016 Eccleshall Community Centre 7.30pm.

There being no further business, the Chairman declared the meeting closed at 9.20pm.