

## Minutes of the Barlaston Parish Council Meeting Held on Tuesday 7 March 2017

### Present:

Cllr G Jones (Chairman)  
Cllr E Philpott  
Cllr T Dodd  
Cllr S Hall  
Cllr P Linehan  
Cllr P Fisher

Cllr J Barnett  
Cllr I MacMillan  
Cllr A Brown  
Cllr V O'Dunne  
Cllr I Moran

**In attendance:** Mrs K St Leger (Clerk), Mr J Blount (Consultant)

### Public Open Forum

J Davies (visiting Clerk) was in attendance

- 613 Apologies.** No apologies were received.
- 614 Declarations of Interest.** Cllr Barnett declared interest with regards to Item 631 and was duly noted.
- 615 Written applications for dispensations under the Localism Act 2011.** There were no written applications for dispensation.
- 616 Minutes of full Council meeting of 7 February 2017.** It was resolved to approve these as a true record.
- 617 Matters arising from the meeting of 7 February 2017 and not otherwise on the agenda.**
- 374 Planting on land on Station Road opposite Plume of Feathers**
- The County Council confirm there is a S96 application for 'planting' opposite the Plume of Feathers. The licence is currently being dealt with by the Legal Department and an update will be forthcoming.
- 421 Churchyard clearance**
- A submission of a formal grant application will be submitted to the Parish Council for consideration, including a schedule of works to enable the Parish Council to monitor the quality of the works. *Local Government Act 1972, s.214 (6)*
- 485 Cricket Club:**
- Extension of lease**
- Production of a new lease will require legal assistance. Clerk to obtain details.
- Dog bins**
- The Borough Council will work with the Community Group to promote the Street Scene Project to deal with the dog fouling issue in Barlaston. A request for the Borough Council representative to attend the next Parish Council meeting to present the project scope. Clerk to action.
- 549 Village Hall waste collection**
- Biffa contract has now been terminated. Item to be discharged.
- 552 Risk assessment for environmental officer's job**
- Wedgwood confirm the waste bin adjacent to their site will be emptied on a regular basis and also monitored. If the use is deemed excessive an additional bin or a larger bin will be installed. Item to be discharged.
- 554 To consider Safety concerns at the junction of Longton Road and Station Road**
- This is an existing camera van enforcement route; additional mobile enforcement activity has been requested. However, the issue is not with speeding but the visibility

issues of vehicles travelling this route. Clerk is awaiting an update from the County Council.

**522 To consider repairs to or replacement of council owned property**

It has been confirmed the Barlaston First Responders check the defibrillators on a monthly basis, any issues are reported to the WI to action. Annual checks are commissioned by the WI. The Barlaston First Responders are still the first point of contact when a 999 call is made and they have their own defibrillators. Item to be discharged.

**535 To consider Voluntary Transport Scheme**

Cllr Moran presented the Sussex Car Scheme which offers a simple light touch scheme and builds on what has been achieved in Barlaston.

Staffs CC (2011 Census) recognised Barlaston as having the highest number of elderly residents without cars. 159 Households with no car / 190 single person households, over 65 years.

To enable the scheme to be re-launched from 1<sup>st</sup> April 2017 a request for £336 was made to cover administrative charges. It is envisaged the additional Public Liability Insurance, mobile phone and leaflet printing etc., will be applied for through the Age Well Strategy promoted by the Borough Council "*Support Older People to remain Healthy and Independent*". This would entail working with Stafford Borough Council, the Community Group and the Car Scheme users / drivers to meet the grant funding criteria. Approval was granted to support the scheme. Cllr Moran will oversee the initial implementation and will liaise with the Borough Council.

**574 To consider Draft Neighbourhood Plan Document**

Following submission of the draft Neighbourhood Plan Document, a 17-page review document was received from Stafford Borough Council. Due to the number of the recommendations it was agreed to form a working party to review the implications. Urban Vision to be in attendance. The Clerk to issue the e-mail attachments to the working group.

The website for the on-line survey has been completed.  
The address data has been received from the Borough Council.

Concerns were raised with regards to outstanding grant monies for printing / distribution as funding needs to be spent by end March 2017.

**598 To consider Upper House Signage**

Following the meeting of the Chairman and Clerk at the Upper House, a revised document suggesting improvements of the signage was submitted and distributed. It was felt the changes did not address the concerns. A suggestion was made for the sign to be dismantled removing one side, the remaining two sides to be on raised legs with planting underneath, or possibly a gallows bracket in keeping with the existing sign on the green. The colour is still an issue, the Corporate branding is burgundy and the sign is red, suggestions this would darken were rejected. It was recommended The Upper House be invited to attend the next Parish Council Meeting at 7:15 to bring revised plans so these can be discussed. Clerk to action.

**600 To consider Barlaston Civic Amenity Visits 2017 / 2018**

Dates confirmed - 24 June 2017 / 19 August 2017 / 24 February 2018. Item to be discharged. *Section 137*

**618 To consider Mowing and Minor Works contracts**

Staffordshire County Council have re-evaluated the areas which are "Highway Maintainable at Public Expense". The previous agreed area was 932m<sup>2</sup>, this has been increased to 13,648m<sup>2</sup> subject to Barlaston Parish Council increasing the Grounds Maintenance Contract to address the additional areas. Approval was granted. The Clerk to action.

There is an issue with people driving over verges in various areas in Barlaston. Stafford and Rural Homes to be contacted.

**619 Report from Wedgwood**

Two visits have now been undertaken at Wedgwood, the first with HR and the second with Planning. The position with regards to the Marina was unknown, Wedgwood and going to investigate and come back to the PC with details.

It was acknowledged the previous grounds maintenance was poor, a new contractor had now been appointed and has started work. The Arboretum was being addressed following the building works and a program is in place to address the sports ground, a new score board will be installed and Wedgwood, they are looking to regenerate the Club.

They are working to ensure their grounds maintenance works are in line with the Parish Council's expectations.

An issue was raised with regards to water coming from Queen Mary's Drive, possibly due to blocked gullies. It will be discussed at the next meeting with Wedgwood. They have agreed to provide a map showing areas of responsibility. The Clerk to distribute when in receipt.

**620 Report of the Borough Council member for the area**

- The Chairman attended Brian Bell's funeral, he was a former Chairman of the Parish Council and highly respected.
- Orchard Place
  - Shopkeepers at Orchard Place have reported the parking has got worse with the Douglas Macmillan Home.
  - Senior Management of Staffs Rural have spoken to the shop keepers as this is their responsibility and recognise they need to protect retail outlets. Trade is being damaged as people can't park. They are talking to traffic management companies with the possibility of handing over responsibility to a finance company who may issue fixed penalty fines via photography and other schemes.
  - It was noted that six untaxed vehicles had been parked, possibly using the spaces to run a car business. The Police cannot take action as this is private land. The Chairman was provided with the vehicle details and will look into this.
  - The disabled markings at Orchard Place are not visible and needs to be addressed. The Chairman will look into this.
- With regards to the planters in the village, it was agreed to liaise with Joe Poultney, action is required for the two planters by the bus stop which are deemed beyond repair and will need to be replaced / removed. There is a requirement to address planning for the forthcoming year. The Clerk to action.
- The recent tree fall was addressed by Stafford & Rural Homes.
- The Welcome to Trentham sign had been removed and re-sited. Clarification of the new location of the sign to be sought. The Clerk to action.
- A request for a meeting of the Barlaston Residents Health Services has been received. Cllr's Jones, O'Dunne, Moran, MacMillan and Dodd agreed to attend. Proposed date 16 March at 13:00 at Cumberland House, Stone.
- Interviews are being held for the new Vicar.
- The Chairman did not use his allowance in February.

**621 Report of the County Council member for the area**

Cllr Parry was not at the meeting.

**622 To consider Planning Committee Recommendations**

Walton Priory Middle School consultation ends 24 March 2017  
Alleyne's Academy consultation ends 17 March 2017

The dates were noted. Item was discharged.

**623 To consider ILCA Training**

Approval was granted for the Clerk to commence with ILCA (Introduction to Local Council Administration) training. Cost £99 plus VAT.

**624 To consider Volunteering Opportunity: Community Connectors**

Stafford Council are looking to engage Community Connectors to engage isolated older people in Stafford Council Wards of; Eccleshall, Barlaston, Seighford & Church Eaton and 'connect' them with services and support available to them which would improve their health and wellbeing. Approval was granted to add the details to the Parish Council website. Clerk to action. Item to be discharged.

**625 To consider Pedestrian Crossing on Station Road**

An on-going issue has been escalated to the Parish Council regarding the crossing on Station Road as no action appears to have been taken. Stafford Highways (ref 4028791) reported this had been classed as a Category 3 – not considered to be an immediate high risk at the time of the initial inspection last year. It has been suggested the removal of a 2M length of hedge on either side of the crossing point be replaced with two lengths of 'Visi-rial' pedestrian guard rail enabling better visibility. Highways are waiting for resources to progress the works. Clerk to monitor progress.

**626 To consider National Plant Monitoring Scheme**

Volunteers are being sought to survey 5 plots in a kilometre square close to where they live. The plots will be surveyed twice a year to give indicators of the health of individual habitats. Approval was granted for the promotion of the Scheme on the PC website. Clerk to action. Item to be discharged.

**627 To consider Stone Lions Club Prostate Screening Programme**

The Prostate Cancer Screening Programme will take place on 26<sup>th</sup> September at the Stone House Hotel. Approval was sought and granted to promote the scheme on the PC website. Clerk to action. A request for funds was noted. Item to be discharged.

**628 To consider Staffordshire County Council – Dignity Awards 2017**

The Council are looking for nominations for the Dignity Awards which recognise and reward those people whose actions make a difference and serve as an example to others by putting dignity at the heart of the care and support they provide. It was recommended the information be forwarded to the Community Group. Clerk to action. Item to be discharged.

**629 To report on the Trig Point on Barlaston Downs**

Stone Rural confirm the Trig Point plaque was retrieved but too badly damaged to reinstate. A new plaque has been purchased and installed. Item to be discharged.

**630 To consider Barlaston Cricket Club / Joint Playing Fields Committee Membership**

Representatives from the PC were sought for the meeting on 8 April at 10am. Cllr Fisher was unavailable; the Chairman was the representative Cllr from the Borough. Cllr's MacMillan and Moran agreed to attend. The last minutes to be circulated before the meeting. Clerk to action.

**631 To consider financial matters:**

**Bank reconciliation** No bank statement was available. The year-end figures were better than anticipated, however we have not paid the PAYE. There are a number of things to be considered including the Neighbourhood Plan grants which will need to be spent committed by the end of the month or returned.

**Cash flow and budget comparison were noted**

**Schedule of payments** – revised figures were submitted to reflect late receipt of invoices and salary / expense details. The figures were noted.

Item	Amount	Cheque No
K. St. Leger. Salary & Exp	1202.99	2249
M. Moorewood. Salary & Exp.	209.56	2250
HMRC	135.20	2251
SLCC. Training seminar	94.80	2252
SLCC. Practitioners' Conference	108.00	2253
SPCA. Dev. Control Course	20.00	2254
Barlston Methodist Church, hire	20.00	2255
Biffa, Cricket Club waste Feb	55.20	2256
Biffa, Cricket Club waste, March	74.96	2257
Biffa, Village Hall Waste, Jan	33.13	2258
Biffa, Village Hall contract termination	318.56	2259
Nigel Ferguson, web site revamp	300.00	2260
Mr. J. Barnett, N'hood Plan designs	200.00	2261
Topliss Associates, Audit 2014/15 & 2015/16	147.00	2262
Stafford B.C. MUGA inspection	120.00	2263

It was resolved to approve these payments.

**632 Reports from Representatives**

**Barlston Community Group**

The litter pick was very successful, the whole of Meaford Road and beyond was cleared along with Wedgwood Drive, Orchard Place and the Canal. 20 people turned up.

The children's beach party was very successful as was the Caleigh which sold out.

The wedding fayre was not very well attended, however the traders reported they had gained business from the event and were positive about future events. A profit was still made for the village hall funds.

**Barlston Village Hall Committee**

Minutes were circulated.

The PC would like to recognise the efforts for the Committee for undertaking the preparation of the Ruth Dickson meeting room ready for Tesco to paint.

**633 To consider weekly play equipment reports**

Cllr. Dodd submitted the weekly inspection report and confirmed no immediate maintenance work is required.

**634 Correspondence and circulars**

**SPCA Weekly briefing notes**

Section 137 of the Local Government Act 1972 has been increased from £7.42 to £7.57 for 2017/18

A Devolution Toolkit has been produced as a practical devolutionary guide for parish and town councils covering all types of devolution. Forging links with community groups moving forwards is a key recommendation. A link to be issued to Cllrs. Clerk to action.

**635 Questions from Councillors**

No questions were received.

**Date and time of next meeting**

Change date from 7 April to 11 April 2017. Revised date to be published. Clerk to action.