

Minutes of the Barlaston Parish Council Meeting Held on Tuesday 6 June 2017

Present:

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

Cllr P Fisher
Cllr I MacMillan
Cllr A Brown
Cllr I Morans

In attendance: Mrs K St Leger (Clerk / Returning Financial Officer)

Public Open Forum

Outline Planning Application 17/26237 was raised as an issue and support sought from the PC to object to the application. Cllr Jones agreed to look into the issue.

The Public Forum was closed and the Parish Council Meeting commenced

- 51 Apologies.** Cllr V O'Dunne submitted her apologies.
- 52 Declarations of Interest.** There were no declarations of interest.
- 53 Written applications for dispensations under the Localism Act 2011.** There were no written applications for dispensation.
- 54 2016/2017 finances as audited**
- The completed Grant Thornton Schedules for submission to external auditors was submitted and reviewed by the Parish Council. It was resolved to accept the figures submitted and duly signed by the Chairman and the Clerk / Returning Financial Officer.
- The Local Councils, Internal Drainage Boards and other Smaller Authorities in England Annual Return for the year ended 31 March 2017 form was signed by the Chairman and the Clerk / Returning Financial Officer.
- 55 Audit recommendations**
- The Internal Auditor recommended the following to ensure they reflect our current environment
- The PC to review the Risk Assessment
 - Review Standing Orders and Financial Regulations
 - Display copies of our Standing Orders, Financial Regulations & Risk Assessment on the website
 - Where the Council discusses, amends or ratifies significant documents, copies should be made available on the web site for members of the public to view its Standing Orders
- The items were deemed current, however when the new banking system is implemented the above items to be reviewed by the PC and any amendments made. In the meantime, the Clerk to publish the items on the website.
- 56 Resignation of Cllr Barnett and follow on actions**
- It was resolved to accept the resignation. The Clerk to request the Borough Council to post a vacancy advert on behalf of the PC to ensure transparency.
- 57 Minutes of the Annual Parish Meeting 25 April 2017.** It was resolved to approve these as a true record.
- 58 Matters arising from the Annual Parish Meeting 25 April 2017 and not otherwise on the agenda**
- 5** Discussions took place with the Clinical Clinician responsible for Barlaston and Stone with regards to the unsatisfactory operation of the Health Centre, not just in terms of the number of GP's but the management of the practice. They requested no action be taken while they were trying to reconstruct the service. The Cllrs' agreed to review the position in 6 months to see what improvements have been made.
- 59 Minutes of full Council meeting of 2 May 2017.** It was resolved to approve these as a true record.

60 Matters arising from the meeting of 2 May 2017 and not otherwise on the agenda

374 Planting on land on Station Road opposite Plume of Feathers

Licence is still outstanding from SCC.

485 Dog Foul Campaign

Due to the number of commitments, the Community Group were not in a position to assist with the campaign. Cllr Linehan agreed to take it back to the Community Group as it was deemed they were in the best position undertake the campaign.

574 Draft Neighbourhood Plan Document

The environmental searches were being undertaken. An update from Stafford Borough Council was awaited.

618 Mowing and Minor Works contracts

The quality of the works being undertaken needs to be managed, several complaints have been received. Clerk to liaise with Perennial Landscaping to obtain the relevant contact with regards to quality assurance and what procedures are in place to improve performance.

625 Pedestrian Crossing on Station Road

A small patch of shrubs has been cleared and new railings installed, however further cutting back of the shrubs is required. Clerk to liaise with SCC for an update on outstanding works. A Pensioner Crossing sign was discussed, Clerk to investigate.

7 Pension Enrolment

Clerk to provide figures at the July meeting.

9 Speed Watch campaign

It was confirmed that the Speed Watch equipment had been returned to the previous Clerk. It was advised the equipment was outdated and needed to be modernised. Clerk to liaise with Staffordshire Police to look at new equipment and the relaunch of the scheme.

10 Road Marking at the Station Road level crossing

With regards to the narrowing of the pedestrian path following works, a call has been logged with Network Rail (170518-000427) and confirmation received. They are looking to investigate. Item to be monitored.

11 Welcome to Trentham signage

Approval was granted from Stoke City Council to publish the information noting how they came to their conclusion with regards to siting the sign. This was published on the PC website. Item to be discharged.

18 Barlaston Cricket Club / Joint Playing Fields Committee

Letters confirming approval in principal to the lease extension and a fee-paying event to be held have been submitted to the Cricket Club. Item to be discharged.

27 Hedge Line Canal Side

Street Scene visited Canal Side and confirmed the road and sign are the property of the residents, and therefore not a sign which would be replaced by Stafford Borough Council. Item to be discharged.

37 Blocked drain at the bottom of Queen Mary's Drive, Wedgwood

Following the recent heavy rainfall, the usual flooding failed to materialise. It appears the drain has been cleared. It was noted the farmer had installed drainage. Item to be discharged.

38 Staffordshire Playing Fields Association annual renewal

This is a small charity which assists Community Groups in offering safety advice and supports grants for play equipment which would include the MUGA and Village Green. The cost for renewal is £15. It was resolved to renew the agreement.

42 Upper House signage

A meeting was undertaken with the Upper House, they agreed to reduce the height of the spike and twirls at the top of the sign.

A Wayleave agreement was discussed @ £25 PA to allow the Upper House to retain the sign on the green, this was approved. The Clerk to look at raising a Wayleave agreement.

43 Allotment Association Lease Agreement

It was confirmed there is no separate lease agreement between the PC and the Allotment Association. They have been provided with a copy of the lease between the PC and SCC. The Annual Lease is £1020, to date we still have not received a bill from SCC. Upon receipt, we will bill the Allotment Association. Clerk to monitor.

61 Report on meeting with Stafford & Rural Homes re link road between Inyhouse Drive & Bell Lane

Cllr Dodd had a meeting with Mr Rigby from Stafford & Rural Homes. It was confirmed the road leading to the garages was their responsibility and a lack of road surface was deemed to be extremely dangerous. Due to limited fund availability, they could not replace the surface but would fill the potholes and spray the surface with a non-slip material as an interim measure.

62 Request from the Dando family to restore the commemorative bench

Approval was granted for the Dando family to undertake restoration of the commemorative bench. Item to be discharged.

63 Legislation regarding garden bonfires

The Borough Council produced a leaflet outlining environmental responsibilities. Clerk to publish on the website. Item to be discharged.

64 Request to Terminate wild rabbits around the Barlaston area

Permission to cull wild rabbits around Barlaston was denied. Item to be discharged.

65 Cllrs' Invitation to the Upper House 6 July 2017 for Afternoon Tea

The Worshipful the Mayor and Mayoress are holding an afternoon tea charity event at the upper House @ £17.50 per head. Item to be discharged.

66 Report from Wedgwood. No report was submitted.

67 Report of the Borough Council member for the area. The Church have appointed a new Vicar who will commence duties in the Parish in October.

68 Report of the County Council member for the area. The Cllr was not in attendance.

69 Planning Committee Recommendations

Planning Application ref 17/25948/HOU 5 Rowan Barn, Parkfields Farm, Tittensor Road. Amended application which has been re-submitted. No objections were received.

Planning Application ref 17/26370/HOU Carnbrea, 8 Tittensor Road, proposed works include extensions and alterations to the existing property. No objections were received.

Planning Application ref 17/26288/HOU The Garden House, 82 Longton Road, Barlaston. Proposed removal of roof structure, replacement roof comprising bedrooms and bathroom and ground floor alterations. No objections were received.

70 To consider financial matters:

Bank reconciliation. No statements were available

Cash flow and budget comparison. A revised form was submitted and easier to follow.

Schedule of payments

Description	Amount	Cheque No
WI Refreshments for Annual Parish Meeting	20.00	002285
J Blount Expenses & Dispersements	11,850.76	002286
Barlaston Methodist Church – Hall Hire 25 April	20.00	002287

Toplis Associates Ltd – Parish Council Audit 2016/17	244.80	002288
Toplis Associates Ltd – Sole Trustee Audit 2016/17	218.28	002289
M Moorewood – Salary/Expenses	209.56	002290
K St Leger – Salary/Expenses	1084.41	002291
Perennial Landscaping – work undertaken in April	392.90	002292
Stafford Borough Council – Bin replacement MUGA	174.00	002293
Aon UK Ltd – Annual Parish Council Insurance	1,088.51	002294
Perennial Landscaping – including Emergency cuts	938.90	002295

71 Grant applications

- (a) The Village Show Committee submitted a grant application for £500 towards the B Festival. Cllrs' Jones, Philpott and Brown declared an interest. It was resolved to approve this payment. *Cheque No. 002296*
- (b) Mr Joe Poultney submitted a quotation to replace the bulbs and maintain the 14 planters around the village and the large planter outside the shop on Wedgwood @ £550. A further quotation was submitted to replace the broken planters by the bus shelter with a single larger planter @ £40. It was resolved to approval these payments. *Cheque No. 002297*

72 Weekly play equipment report

There were no issues reported on the MUGA. However, a large branch had broken off on the Borough Council side of the field. Clerk to liaise with the Council to arrange removal.

73 Risk Assessment Actions

Nothing to report

74 Correspondence and circulars

Dates for Cllr Training and Chairman training were submitted.

A request to participate in Battle's Over – A Nation's Tribute (scheduled for 11 November 2018) and Fly the Red Ensign for Merchant Navy Day (scheduled 3 September 2017). Clerk to distribute literature for comment.

75 Questions from Councillors

- (a) The path between Longton Road and Bedcroft has become overgrown. Clerk to investigate.
- (b) The footpath over the Canal Bridge on Wedgwood Lane has deteriorated and needs addressing. Clerk to liaise with Wedgwood to resolve the issue.

Date of Next Meeting 4 July 2017, Ruth Dickson Meeting Room, Barlaston Village Hall