

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

### Present:

Cllr P Fisher (Vice Chair)  
Cllr P Linehan  
Cllr A Brown  
Cllr I Moran  
Cllr E Philpott

Cllr S Tudor  
Cllr S Hall  
Cllr I MacMillan  
Cllr D Westwood

### 7:15 – 7:30 Public Open Forum

Residents raised issues concerning Cumberland House Surgery – an overview was given regarding difficulties encountered booking appointments. Given the demographic of Barlaston, concerns were raised that residents should not have to go to Stone to get an appointment. A request was made for the PC to address the issues.

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

**146** Cllr Westwood signed the acceptance of office and was welcomed as the new Parish Councillor for Barlaston Park ward.

#### **147 Apologies**

Cllr's Jones and O'Dunne sent their apologies, it was resolved to accept these.

**148 Declarations of Interest** There were no declarations of Interest

**149 Written applications for dispensations under the Localism Act 2011** There were no written applications for dispensation

**150 Approve minutes of full Council meeting of 3 October 2017** It was resolved to accept these as a true record.

### **151 Matters arising from the meeting of 3 October 2017 and not otherwise on the agenda**

#### **485 Dog Foul Campaign**

A total of 40 questionnaires were received with 38 wanting a campaign. It was noted the worst sites were the canal, village green and cricket ground, followed by Park Drive, Diamond Ridge and Method Road.

A bin which was not used was going to be moved from junction of Longton Road and relocated at the canal bridge by Wedgwood. It was hoped this would resolve the issue of bags being left in bushes in this particular area.

Posters designed by Stafford Borough Council (SBC) were distributed, a number of modifications were suggested and approved. The Parish Council made a commitment to SBC that a leaflet would be printed and distributed to the residents of Barlaston. Rather than printing individual leaflets, it was resolved to contribute £300 to the Church to enable a Christmas magazine to be distributed to all residents of Barlaston, the article to be included in the copy. Clerk to liaise with the Church.

A press release was being prepared and awaiting approval by Cllr Jones before publication.

#### **574 Draft Neighbourhood Plan**

The Regulation 14 consultation has now started, two open day events have been scheduled at the Methodist Church - Wed 15 November 6pm – 9pm and Sat 18 Nov 10:30 am – 12 noon. Refreshments will be provided by the WI. There has been a reminder issued on Facebook.

The Neighbourhood Plan repository box has gone missing from the Londis Shop by the Railway Station. Clerk to issue a replacement box.

It was noted the original consultation end date was scheduled for 12 noon on 11 December 2017. Stafford Borough Council were aware some consultees were slow to respond and therefore recommended the end date be moved to 5pm on 5 January

2018, it would also give residents more time due to the Xmas period. It was resolved to accept the extension. Clerk to publicise the details.

**7 Pension Enrolment**

The Auto Enrolment Government staging date for Barlaston PC was 1 November 2017, this has been completed in line with the statutory duties. This will be reviewed again in April 2018. The Clerk decided not to take up a pension and will review again in 2018/2019. It was resolved to discharge this item.

**9 Speed Watch Campaign**

A grant application form has been submitted to the Crime Commissioner, a decision should be received by end November. This was for 50% of the funding, the PC would need to fund the other 50% which has already been approved.

Areas for coverage have yet to be determined. A risk assessment will be undertaken by Staffordshire Police as part of the training programme.

**58 Health Centre Issues**

It was noted a permanent GP and nurse practitioner are now in situ. Difficulties were still being experienced with making appointments and a long-term solution is required.

It was resolved a Health & Wellbeing sub-committee is formed with a mandate to investigate the issues and report back to the PC. The sub-committee will be chaired by Cllr Philpot, assisted by Cllr's McMillan, Tudor and Westwood. An approach will be made to Kitson's Chemist to co-opt a member onto the committee.

**101 Severn Trent Water**

A visit was undertaken at the Barlaston site. A site in the centre of the plant has been earmarked for the erection of the new towers, this is partially below ground level, the height of the towers will be no higher than the existing ones on site. A concern was raised about the methane gas which will be emitted, assurances were given this will not be a problem.

An entrance on the Barlaston side of the site will be opened for maintenance traffic only. To address the traffic coming through Barlaston, a sign will be erected by Severn Trent at the main entrance to ensure traffic turns left out of the plant. They requested information about vehicles coming through the village be reported to enable them to address any issues.

Access onto the A34 was discussed, the site management were in favour but no funds are currently available. They would raise the issue if additional funding is generated.

A contacts directory to be formulated. Clerk to start collating this.

**105 Themes for Future Work Programmes**

Cllr Westwood was assigned Housing.

**129 Joint Playing Field Committee**

Dog fouling details have been forwarded to Cllr Moran for inclusion in the campaign.

The Cricket Club have not moved forward with regards to changing the lease.

**133 Data Protection Legislation**

Clerk is still awaiting clarification regarding email addresses and storage. It is noted Cllr Westwood is fully trained under Data Protection Legislation.

**134 Vacancy Application Process**

The process in appointing Cllr Westwood was noted. It was resolved to discharge this item.

- 136 Transport Arrangements re Children Leaving / Arriving in the Village**  
 A number of recommendations were submitted to SCC to improve the transport issues, they advised the areas of concern were covered by Bennetts Travel.  
 Clerk contacted Bennetts directly and still no response – Clerk to continue chasing.
- 142 Weekly Play Equipment Reporting**  
 Cllr Westwood agreed to undertake the weekly play equipment reporting. He is fully ROSPA qualified which meets our requirements. It was resolved to discharge this item.
- 143 Risk Assessment Actions – Deeds**  
 It was noted local Banks no longer have a provision for holding deeds. The recommendation was to purchase a deeds box @ £75. The deeds box to be housed in a secondary safe which can be accessed via the Clerk. It was resolved to accept this recommendation.
- 152 Grant Application Royal British Legion**  
 A grant application has been received from the Royal British Legion for £250. It was resolved to approve this payment.
- 153 Report from Wedgwood**  
 Wedgwood have advised they have a number of apprenticeships available. Clerk to publish the information.
- 154 To note items raised from the Public Forum**  
 Health issues were raised and covered under item 58.
- 155 Report of the Borough Council member for the area**  
 Cllr Jones noted proposals for new villages to be built around Cold Meece on brown field MoD land if a proposed HS2 railhead is built nearby with a possible new junction onto the M6.  
 SBC have issued a questionnaire for inclusion in the Plan review, this is to be submitted in December.  
 Work is underway at the M&S at Stone's Westbridge Park – the Leisure centre is close to being started.
- 156 Report of the County Council member for the area - the County Councillor was not in attendance.**
- 157 Planning Committee Recommendations**  
 Planning Application Ref 17/27277/ANX at High View, The Lane, Longton Road was approved.  
 Planning Application Ref 17/27158/LDCP proposed single storey rear extension, 25 Longton Road, Barlaston has been withdrawn with effect from 30 October 2017
- 158 Financial matters:**  
**Bank reconciliation**  
 Unity Bank Statement Date 20 October 2017 – No. 016  
 Opening Balance £446.00  
 Total paid in £0.00  
 Total paid out £18.00  
 Balance £428  
 Lloyds Treasurers Account Date 4 October 2017 – No. 29  
 Opening Balance £4,789.20  
 Total paid in £2,135.66  
 Total paid out £2,403.05  
 Balance on 4 October £4,521.81  
 Lloyds Business Account Date 2 October 2017 – No. 96  
 Opening Balance 4 September £7,590.83  
 Total Paid in £35,001.34  
 Total Paid Out £0.99  
 Balance on 4 October £42,592.17

## Cash flow and budget comparison

### Schedule of payments

Description	Amount	Cheque No
Perennial Landscapes – Grounds Maint - Inv INV-0673	644.90	002327
FMF Construction Ltd – Village Hall Works - Inv 11992	810.00	002328
Stafford Borough Council Civic Amenity Inv 7070197318	250.00	002329
Lynne Coates Expenses - Catalyst2 – Domain renewal	30.00	002330
SPCA Finance Training – Inv 17/274	55.00	002331
M Moorwood – Salary & Expenses	209.56	002332
K St Leger – Salary & Expenses	1070.35	002333
Barlaston Cricket Club – Grant Application	250.00	002334
The Print Shop – Neighbourhood Plan Printing	430.00	002335

#### 159 Weekly play equipment report

The metal railing round the MUGA needs to be re-painted. The fence line around the site is also in a poor state of repair. Quotations to be obtained for carrying out the works.

The skate ramp failed to meet the risk assessment undertaken, the works required to repair the ramp would be cost prohibitive, it was therefore resolved the ramp would be removed and disposed of. A quotation would be required to undertake the works.

A quotation would also be required with regards to the replacement of the ramp, if there was a requirement to do so from the residents of Barlaston Park. Cllr Westwood to obtain quotations.

#### 160 Risk Assessment Actions

Skate Ramp – discussed under 159.

#### 161 Correspondence and circulars

Circulars were issued upon receipt.

#### 162 To consider Questions from Councillors for inclusion on next month's agenda

A resident had a bad fall walking on the pathway between Nursery Gardens and Brookhouse Drive, it is less than 18" wide in parts and the surface is breaking up. The brambles are also encroaching. Clerk to report to SCC.

The swings at the back of Beechcroft need to be assessed, they belong to SRH. Clerk to liaise with SRH regarding their maintenance.

An update on the train franchise was requested, it was noted it is contained within the Neighbourhood Plan.

Concern was raised regarding the change of use of the Lakeside Tavern to include a dog training establishment and possibly kennels. An application to further this has not been received.

**Date of Next Meeting** 5 December 2017, Ruth Dickson Meeting Room, Barlaston Village Hall