

# Minutes of the Barlaston Parish Council Meeting Held on Tuesday 4 July 2017

## Present:

Cllr G Jones (Chairman)  
Cllr S Hall  
Cllr P Linehan

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.

Clarification was required with regards to which trees were protected under Tree Preservation Orders between Brook House Drive and Nursery Gardens. Cllr Jones was awaiting clarification.

Concerns were raised with regards to the gutters being blocked with grass cuttings and mud. Clerk will liaise with SCC to see if a scheduled programme is planned.

A request was made for the Clerk to hold surgeries to enable items to be submitted to the Parish Council. It was felt that these should start off monthly, two weeks before the next Parish Council Meeting. A suggestion was made for these to be held at the coffee morning in the church. Clerk to schedule.

## The Public Forum was closed and the Parish Council Meeting commenced

- 76 Apologies.** Councillors O'Dunne, Philpot, Fisher, Dodd and MacMillan submitted their apologies, it was resolved to accept these.
- 77 Declarations of Interest.** There were no declarations of interest.
- 78 Written applications for dispensations under the Localism Act 2011.** There were no written applications for dispensation.
- 79 Minutes of the Annual Parish Meeting 6 June 2017.** It was resolved to approve these as a true record.
- 80 Matters arising from the Annual Parish Meeting 6 June 2017 and not otherwise on the agenda**
- 374 Planting on land on Station Road opposite Plume of Feathers**  
This item still remains outstanding.
- 485 Dog Foul Campaign**  
The Community Group have agreed to take this up directly with Stafford Borough. It was resolved to discharge this item.
- 574 Draft Neighbourhood Plan Document**  
Stafford Borough Council advised they had not commenced with the Environmental Searches as instructed in May 2017, these will be finalised and consulted upon with the environmental agencies following the launch of the Regulation 14 stage by the Parish Council.

In contrast Hannah Barter advised the Environmental Searches needed to be undertaken before the Parish Council commenced with Regulation 14 stages; if work is required to be undertaken as a result of the searches, the Parish Council would need to change the plan to take into account the new requirements, we would then need to undertake Regulation 14 again, incurring additional costs and time scales.

The Parish Council were very disappointed with the response from Stafford Borough Council. It was agreed the Clerk would request a meeting with Alex Yendole to resolve the issues.

- 618 Mowing and Minor Works contracts**  
The quality of the grass cutting has seen a marked improvement. The cost to include the full 16,718m<sup>2</sup> identified by Staffordshire County Council would incur an additional cost of £70 per cut. It was agreed to accept the additional charges. Details were still awaited from SCC with regards to their contribution to the PC. Clerk to advise Perennial Landscaping accordingly.
- 625 To consider Pedestrian Crossing on Station Road**  
Railings have been installed and the cutting back of the hedge line is now be complete. It was resolved to discharge this item.
- 7 To review Pension Enrolment**  
A private meeting to be arranged in October to agree a pension provision.
- 9 Speed Watch campaign**  
The CSW Coordinator is happy to introduce herself to the Community to help raise awareness, especially as there has been a lot of changes over the last 12 months. New sign-up sheets are available which need to be signed by the volunteers, the CSW Coordinator will then contact them to arrange training. It was noted only 'safe' areas were chosen previously, this needs to be looked at. Clerk to arrange a meeting with Michelle Shaker, the CSW coordinator.
- 10 Road Marking at the Station Road level crossing**  
Network Rail advised they were unable to reinstate the old lines. The new lines were painted following a risk assessment being undertaken. It was resolved to discharge this item.
- 42 Upper House signage**  
The Upper House confirm they submitted the planning application on 19 May 2017 – No.– PP0608461 (12 weeks for the decision)  
Once confirmed we can look at drawing up the Wayleave agreement.
- 43 Allotment Association Lease Agreement**  
Arrange a meeting with Michal Coulon – Secretary  
The invoice is still awaited from SCC, Clerk will continue to chase.
- 55 Audit Recommendations**  
Following a recommendation from the Internal Auditor, the Parish Council website has been updated to include copies of Standing Orders, Financial Regulations and the Council's Risk Assessment documents. It was resolved to discharge this item.
- 56 Resignation of Cllr Barnett and follow on actions**  
Two applications were received for the position of Parish Councillor. Mrs Tudor was in attendance at the meeting and was asked to leave the room while the issue was discussed.  
  
Based on representation and experience it was proposed and seconded that Mrs Tudor would be the successful candidate and was therefore co-opted onto the Council with immediate effect.  
  
Mrs Tudor was called back into the room and duly accepted the position. She was invited to join the meeting as the new Parish Councillor.
- 58 (5) – Report back on CCG**  
*Review again in December 2017*
- 74 Circulars Issued**  
(a) Battle's Over – A Nation's Tribute 11 November 2018  
(b) Fly the Red Ensign for Merchant Navy Day – 3 September 2017
- 75 (a) Path between Longton Road & Beechcroft**  
It was proposed and seconded that Mr Joe Poultney would undertake the clearance of the pathway at £80, this is for the cleared and taken away of shrubbery. It was agreed this will be a permanent part of the maintenance programme moving forwards.

**(b) Canal Bridge on Wedgwood Lane**

Wedgwood have been advised of the deteriorating footpath, a response is awaited.

**81 Stone Lions Club**

A requested was received to fund one of ten nurses who would be in attendance at the Prostate Screening day to be held on Tuesday 26<sup>th</sup> September 2017 in the Ballroom, Stone House Hotel, Stone. The Screening is free to residents in Barlaston, Stone and surrounding areas. It was proposed and seconded to approve the cost of £60.

**82 Register of Assets of Community Value**

The Protective Order against the Wedgwood College has now expired. This site is still under offer however no progress has been made. It was resolved to discharge this item.

**83 B Festival Advertising.**

Cllrs Jones and Hall declared an interest. Artwork was submitted and approval was granted for the B Festival being held on Sunday 23 July 2017 to be advertised on the Village Green. It was resolved to discharge this item.

**84 Report from Wedgwood.** No report was submitted.

**85 Report from Borough Council Member**

Cllr Jones had been contacted by The Sentinel regarding the 'Welcome to Stoke on Trent Sign'. BBC Radio Stoke contacted the Clerk requesting a representative to discuss the sign, Cllr Jones agreed to meet them.

**86 Report from County Council Member.** County Council Member was not in attendance.

**87 Planning Committee Recommendations**

Planning Application 17/26534/HOU – 1 Whitethorn Avenue, Barlaston, ST12 9EF. Proposed 2 storey side extension. No objections were submitted.

**88 Financial Matters:**

**Bank reconciliation** – Statements were submitted.

**Cash flow and Budget Comparison** - Financial summary reports were submitted in the new format.

**Schedule of Payments.** The following payments were approved.

Description	Amount	Cheque No
M Moorewood	209.56	002297
K St Leger Salary & Expenses	864.02	002298
Stafford Borough Council Lease of Land	10.00	002299
J E Poultney – renewal of planters / maintenance	590.00	002300
Data Protection Registration renewal	35.00	002301
Rialtas Business Solutions – Finance Software / Training	801.00	002302
Staffordshire Playing Fields Association Renewal	15.00	002303
HMRC Employer's / Employees NI	112.03	002304
Perennial Landscaping	644.90	002305
Trent Grounds Maintenance	210.00	002306

**89 Weekly play equipment report.** No issues were reported.

**90 Risk Assessment Actions.** A meeting was scheduled with Mr Moorewood to go through Risk Assessment Actions w/c 10 July 2017.

**91 Correspondence & Circulars.** No circulars were submitted.

**92 Questions from Councillors.** A complaint had been received from a resident with regards to the cemetery grounds maintenance whereby a grave had been subjected to week killer. It was noted that the Clerk had already passed the enquiry on to the Church to address.

Cllr Moran updated the PC with regards to the Car Scheme. Journeys had increased from 16 to 28; drivers had increased from 6 to 12, however more drivers are required to meet demand. The number of passengers has increased from 14 to 18. All the printing and training require is in hand.

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