

## Minutes of the Barlaston Parish Council Meeting Held on Tuesday 6 February 2018

### Present:

Cllr G Jones (Chair)  
Cllr P Fisher (Vice Chair)  
Cllr I Moran  
Cllr V O'Dunne

Cllr S Tudor  
Cllr S Hall  
Cllr D Westwood

### 7:15 – 7:30 Public Open Forum

No members of the Public were in attendance.

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

**211 Apologies** were received from Cllr's MacMillan, Brown & Philpot, it was resolved to accept these.

**212 Declarations of Interest** - There were no declarations of Interest

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

**214 Approve minutes of full Council meeting of 9 January 2018** It was resolved to accept these as a true record.

**215 Matters arising from the meeting of 9 January 2018 and not otherwise on the agenda**

#### *Key themes 2018*

**574 Draft Neighbourhood Plan update.** Information is being collated ready for submission to the sub-committee.

#### *Campaigns 2018*

**9 Speed Watch campaign update.** The radar gun and tuning fork are on order.

The Clerk submitted details regarding speed gates, it was resolved to obtain quotations for Meaford Road.

**136 Transport Arrangements re Children Leaving / Arriving in the Village**

Staffordshire County Council (SCC) forwarded the comments they received from Bennetts, a response was returned. We are awaiting a reply. In the meantime, it appears the drop off points have been changed which has resolved the initial concerns. Cllr O'Dunne to clarify if improvements have been made.

**485 Dog Foul Campaign update**

The results from the latest survey noted 29 instances were recorded, a 66% improvement from December's figures. Spraying the fouling is having a marked impact, this may be something the Environmental Officer could undertake moving forwards.

**143 Risk Assessment Actions – Deeds**

Box will be delivered following receipt of cheque.

**182 Costs associated with annual ROSPA report for the MUGA**

Quotations are still awaited.

**192 Volunteer Driving Scheme update**

28 trips were undertaken in January, 208 trips to date which is averaging out to 19 per month.

A driver has left the scheme but two have joined. Cllr Jones thanked Cllr Moran for all her hard work.

**194 Parish Council Vacancy for Barlaston East update**

Stafford Borough Council issued their vacancy notice, the closing date is 12 February 2018.

**195 WWI Commemorations including Memorial repairs**

The War Memorial Commission confirmed they cannot assist with funding the repairs to Barlaston's War Memorial.

Three specialist stone masonry Companies submitted quotations for the repairs as follows:

**Company 1** - Carry out repointing to the base of the monument and stepped plinths beneath using lime mortar. £1,325

**Company 2** - Carry out repointing works £1,897.86 / separate quotation for erecting scaffolding and steam cleaning monument £1,241.86

**Company 3** - Wash the memorial to remove vegetation, repair / repoint £1,950.00

It was resolved to accept quotation from Company 1, subsequently identified as Midland Masonry, to a maximum budget of £1,500. Works to commence as soon as possible. Clerk to make the necessary arrangements.

The Parish Council wished to organise an event to commemorate the WW1 centenary, Clerk to book the Village Hall for Saturday 10<sup>th</sup> November 2018.

**196 Flower Trough on Meaford Road**

SCC required assurances the residents are happy with the trough on the corner of Ash Grove and Meaford Road. Residents have forwarded a letter agreeing to the initiative. Clerk to forward to SCC to enable the preparation of the section 115e licence.

**197 Bus Route Change impact**

The Clerk attended a meeting with the Staffordshire Community and Voluntary Transport team on 25<sup>th</sup> January. They confirmed the budget for supported networks has been cut by a further 50%.

It was noted the bus service in Barlaston is part funded by the Rail Service following the closure of train station, which gives it a little more stability.

Clerk to forward SCC's summary of services to Councillors.

**Matters carried forward for further action**

**105 Themes for Future Work Programmes**

**129 To note Joint Playing Field Committee update**

**133 To discuss Data Protection Legislation**

**162 To receive updates on the Lakeside Tavern development**

**191 To receive update on CCG visit**

**193 To receive update on Cricket Club Lease**

**216 Barlaston Mobile Library Service Update**

The Library Consultation closes on 1 April 2018. Dates are available for drop in sessions. Clerk to publish consultation link on the Parish Council Facebook Page.

**217 Westbridge Park Consultation Update**

Consultation started on 5 February 2018 and finishes on 16 March 2018. This is for external usage at Westridge Park based on activities which will keep people in the location for Approx. 2 hour periods. Nothing is cast in stone so the consultation completion is key to the delivery of a successful project. This also includes links to the park including canal towpaths / cycle routes.

**218 To consider the grant requirements for the upkeep of the Churchyard for 2018**

St John the Baptist Church have asked Croppers Grounds Maintenance Ltd to continue maintaining the grass and hedges for 2018. Their costs for 2018 are £1650.00 for the grass cutting; £250.00 for hedge cutting; £100.00 for moss application. This makes a total of £2000.00. They have asked if the Parish Council would be willing to fund £1000 towards these maintenance costs. It was resolved to accept this request. Clerk to issue grant form.

**219 Grant requirements for the Barlaston Volunteers' Car Scheme**

The Volunteers' Car Scheme have requested a grant for £100 to cover insurance costs. It was resolved to accept this grant application.

**220 Re-filling of Grit Bins on Barlaston Park**

The restocking of grit bins across the County is on-going, but with approximately 5000 grit bins spread across Staffordshire, the schedule is down to manpower resources. They are approx. 50% complete to date.

**221 SRH & County Councillor meeting update**

The Clerk and SRH met with Cllr Parry to go through the proposals at Barlaston Park. He was in agreement with the suggestion to use the grass verges as additional parking areas, however SCC had no funding available to pay for the works.

SRH also advised no money would be available under the funding scheme for additional works. He did confirm that he would obtain prices for the works, following Highways Building Criteria, and would present these to Cllr Parry for consideration at which point we could look to see what funding pots were available.

**222 Annual Parish Council Meeting**

24 April 2018 @ 7pm was confirmed.

**223 Barlaston Park Update.** No report was submitted.

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

**225 Public Forum Update.** No items were submitted.

**226 Update from Borough Council member for the area.**

Council tax figures are not complete yet. SBC is increasing by 1.9%, budget has been approved and will maintain services at the current level. The waste services have been awarded to Viola with a £500k saving. Wigan Council's Freedom Leisure Company are running leisure services with a £900k saving, they are offering free swimming for over 75's.

There has been a change in the use of the Civic Centre, SBC are now occupying a fraction of the space. The increase in rent has been offset.

There is a large activity in house building which is a major income generator.

M&S development is well underway.

Building inside the leisure centre has now started. It was noted Alleyne's Pool will re-open in the summer.

**227 County Council member for the area update.** The County Councillor was not in attendance.

**228 Planning Committee Recommendations**

**Planning Ref 18/27888/HOU at The Willows, 1 Parkfields Farm, Tittensor Road**

Concerns were raised with regards to previous conditions stipulating no more building within this site. This application to be called in.

**Planning Ref 18/27793/HOU at 11 Whitethorn Avenue, Barlaston ST12 9EF**

No objections were raised regarding this application.

**Planning Ref 17/27694/HOU at Meadow View, Hartwell Lane, Barlaston**

The application is outside the settlement boundary and therefore deemed to be on greenbelt land. It was noted objections had been received due to the height and proximity to the hedge. The application to be called in.

**Planning Ref 18/27908/HOU at 33 Longton Road, Barlaston**

No objections were raised regarding this application.

**229 To note financial matters:****To discuss Payment schedule / earmarked reserves 2017/2018****Bank reconciliation**

Reports submitted. The Reconciliation for the Lloyds Treasurers Account is showing an unreconciled figure of £250. This is a Payment made to SBC. They were advised to destroy the check sent to draw and use the re-issued cheque but have cashed both. We are now awaiting a credit back.

Bank	Unity Bank	Lloyds Treasurers A/C	Lloyds Business A/C
Statement	No. 020 – 20/01/18	No. 33 – 04/01/18	No.99 – 04/01/18
Opening Balance	£428.00	£9,009.78	£32,594.65
Total Paid in	£18.00	£3,305.60	£1.57
Total Paid out	£0.00	£1,600.07	£0.00
Balance	£410.00	£10,715.31	£32,596.22

**Cash flow and budget comparison**

Report was submitted.

**Schedule of payments**

Description	Amount	VAT	Cheque No
Staffordshire County Council – Radar / Tuning Fork	219.00	0.00	002354
Stafford Borough Council – Civic Amenity 24/2/18	104.17	20.83	002355
J Poultney – Removal of Skate Ramp / make good	50.00	0.00	002356
Barlaston Afternoon WI – NP Refreshments	40.00	0.00	002357
SLCC – Data Protection Webinar 7 Feb 2018	30.00	6.00	002358
K St Leger – Salary & Expenses	913.84	0.00	002359
M Moorewood – Salary & Expenses	209.56	0.00	002360
SPCA – Audit Training Course 15:01:18	20.00	0.00	002361
The Safe Shop Ltd – Provision of Fire Safe	197.12	39.42	002362

**230 Annual salary review of the Clerk**

The Clerk was asked to leave the room. In her absence it was resolved to increase the Clerk's salary by 2 points back dated to January. Clerk to forward salary scales to Councillors.

**231 Environmental Officer payment method**

Due to meeting dates fluctuating from 1<sup>st</sup> / 2<sup>nd</sup> week, the Environmental Officer has asked if payment can be made by Standing Order on a set date as the value does not change. It was resolved to accept this change.

**232 Weekly play equipment report – No items to report.****233 Risk Assessment Actions – No items to report.****234 Correspondence and circulars – circulated upon receipt.****235 Questions from Councillors for inclusion on next month's agenda – No items were submitted.**

**Date of Next Meeting** 6 March 2018 Ruth Dickson Meeting Room, Barlaston Village Hall