

Minutes of the Barlaston Parish Council Meeting Held on Tuesday 4 September 2018

Present:

Cllr G Jones (Chairman)
Cllr P Fisher
Cllr I MacMillan
Cllr I Moran
Cllr S Tudor

Cllr C Hurst
Cllr V O'Dunne
Cllr D Westwood
Cllr D Norman

In attendance: Mrs K St Leger (Clerk)

7:15 – 7:30 Public Open Forum – A request was made for the provision of an odd job man in the Village. It was resolved to look at the issue in conjunction with other grounds maintenance requirements in the next financial year.

342 Overview of local Policing in Barlaston - PCSO Becky Powell gave an overview of the changes to Policing in Staffordshire. The Parish Council thanked the Police and would welcome regular dialogue to address issues within the village.

The Police advised if the public had concerns with issues in the village to call 101 to ensure these are recorded and can be dealt with.

343 Peter Nicholls, former Chairman Barlaston Parish Council - Cllr Jones paid tribute to the contribution of Peter Nicholls to village life and sent condolences to his wife.

344 Apologies Cllr's Philpot and Hall sent their apologies, it was resolved to accept these.

345 Declarations of Interest There were no declarations of interest

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

347 Minutes of full Council meeting of 3 July 2018 It was resolved to accept these as a true record.

348 Matters arising from the meeting of 3 July 2018 and not otherwise on the agenda

349 Key themes 2018

574 Draft Neighbourhood Plan update

Stafford Borough Council's (SBC) conclusion of Regulation 15 finishes at 12 noon on 7 September 2018. SBC raised concerns about the lack of housing and flooding evidence to support the policies contained in the Barlaston Neighbourhood Plan, together with policies not being in general conformity with the adopted Plan for Stafford Borough. It was agreed they would submit these concerns to the independent examiner as part of the consultation process.

The date for the referendum to agree the Neighbourhood Plan has not been set but it would not be later than May 2019.

Campaigns 2018

9 Speed Watch campaign update

Group activities being maintained at 2 x 1 hour sessions per week across varied locations throughout the village. 10 approved sites. Meaford Road & Wedgwood Drive remain the hot-spots. 13 group volunteers now fully trained.

Latest stats to 18 August show 24 sessions completed from which 437 vehicles reported to the police, of which 136 at 40mph or above – only 28 of total for 2nd offence, 1 for 3rd offence. Overall vehicle count nearing 6000 reflecting our busy roads, average 220 per hour. Average number of offenders running at 8%.

End of July stats showed 22% were from ST12 with a further 20% from ST3 – so not just outsiders racing through the village.

4 Police Specials recently joined us on Meaford Road with 9 motorists pulled over for advisory warning – one doing 58mph. That was a record before the motorcyclist on

Wedgwood Drive last week doing 82mph – unfortunately so fast we couldn't read his number plate!

Majority of acknowledgements from residents and passing motorists are appreciative and/or friendly respectively. Unfortunately, one unsavoury incident involving a local man walking his dog who used threatening language that resulted in a Police visit to his home by way of a warning.

Our message via local media emphasises Speed Watch not just about catching speeding vehicles – it's about taking an interest in everyone's personal safety.

On 19 September we are joining Project EDWARD initiative (European Day Without A Road Death).

Grant Application about to go in for permanent Community Speed Watch Area Signs on all village approaches – funding hopefully available by year-end. Also investigating Illuminated Speed Display Signs.

If the grant application was unsuccessful it was resolved the Parish Council would support the project up to £2,500.

133 Data Protection Form – Cllrs submitted GDPR forms to the Clerk. It was resolved to remove this item from the agenda.

485 Dog Foul Campaign update

The Barlaston dog fouling free campaign 2018 voted on new sites to monitor. Barlaston Cricket Club received 18 votes with Barlaston Park receiving 29, total 47 votes cast. Barlaston Park will go forward to Stafford Borough Council for a 6-month monitoring scheme which is scheduled to start after the initial assessment, at the end of the year. Barlaston Cricket Club will receive some posters and assistance from SBC to address their dog fouling problems. The Parish Council will continue to monitor the canal path. A proposal to be put together for the next meeting.

182 MUGA update – We are still awaiting a date for the welding to be undertaken. Complaints had been received regarding the grass cutting, which appeared to have been missed over the summer. There are issues with the boundary fence which needs resolving. Clerk to liaise with the grounds maintenance contractor and investigate resolving the fence repair issue.

191 Health Centre update

The Practice has registered over 1000 patients in just over 2.5 weeks and would like to thank everyone for making them feel so welcome and for being forbearing. They have already received positive feedback. They would still like to encourage everyone who has not already done so to register and note there is no closure date. The new phone system has been installed, the main Practice number is 01782 657199.

192 Volunteer Driving Scheme update

It was requested to move the reporting to once a year, next reporting date March 2019. The bank balance is standing at £1,500+, the scheme was due to return £365 to the Community Foundation Silver grant fund but to date they have not asked for it. The number of journeys is up by 23 on this time next year. It was resolved to remove this item from the main agenda.

193 Cricket Club Lease update – The lease will be discussed at the next Joint Playing Fields Committee, scheduled for 29 September.

195 To receive update on WWI Commemorations including:

- 1. War Memorial repairs** Expected to be completed by mid September
- 3. Commemoration event:**
 - a. Village Hall afternoon tea** – Event to be hosted by Barlaston Parish Council on Saturday 10 November 2018 in the Village Hall – Cllrs are expected to attend. It was resolved to budget £500 to host the event. 100 tickets to be made available. A separate planning meeting will be scheduled to determine the outline programme which will be circulated prior to publishing.

- b. **Silent Soldier Silhouette** - The Parish Council considered the option of installing a Silent Soldier 2D figure or a permanent commemorative bench. It was deemed the silhouette would be time limited and resolved to purchase a WW1 commemorative bench to a maximum budget of £900 ex VAT.
- c. **Poppy hero stickers** - Work is underway to uncover the history to the names on the memorial including their addresses in Barlaston. It is anticipated the houses could be identified with a hero sticker. It was noted the WI are 'yarn bombing' the whole of the village with poppies.

256 Grounds maintenance issues

- **Overgrown trees on Village Green** – SCC carried out a survey and identified a number of trees on the village green which will need to be cut back away from the highway. Clerk to request a quotation for works to be undertaken.
- **Staffordshire Wildlife Trust** – Clerk submitted a report with recommended works to encourage wildlife around the village green were submitted, it was resolved to form a separate item on the agenda as there will be cost implications.
- **Planter Maintenance** – Mr Poultney had indicated that he needed support in the regular maintenance of the planters throughout the village. If this was not forthcoming, he would be unable to continue looking after them. Some of the existing planters had been damaged and needed replacing. Appreciation was expressed regarding the work of Mr Poultney over the past decade.

270 Rights of way / footpath adoptions / walking group update

Reporting of issues needs to be done on an individual basis, through SCC's website reporting tool and can include photographs.

Public Rights of Way consultation was undertaken by SCC but nothing appears to have happened as a result. It is not clear regarding our level of responsibility.

To monitor the footpaths, Richard Upton from SBC has suggested a Community Walking Group be established in Barlaston under their Health & Wellbeing criteria, Sandie Buxton has agreed to take this on, Clerk to attend the meeting.

The Clerk has updated the form summarising the current position of the footpaths. It was noted the signs do not show where the paths go, which would prove to be more useful. It was noted the map provided by SCC was not up to date as the field boundaries are no longer valid, the Clerk advised this was the draft map and just about to be published.

287 County Council member for the area update

1. **(Item 243) Flooding at Brookhouse Drive** Works were undertaken but no feedback as to whether this has resolved the issue.
2. **SRH plans re Parking Barlaston Park** – No news of the planning application, this was called in.
6. **(Item 216) Library Consultation** – There is no change to the current Library provision until after March 2019. The current list of mobile library dates has been published. It was noted the Library are setting up Friends of the Library as a new group to undertake separate activities. A visit to Gnosall library will be undertaken in October.

295 Standing Orders / Financial Regulations / Risk Assessment

It was resolved to accept the new documentation submitted by the Clerk. These are to be published on the PC website. Item to removed from the agenda.

300 Heron update – a format for the Heron was distributed with the proposed timetable. Cllrs were asked to undertake articles and submit these to Cllr O'Dunne before end September 2018.

308 Environmental issues update (request for larger bin by Canal)

Due to the amount of rubbish a request was made to increase the size of the bin by the Canal. The Clerk spoke to Street Scene who advised based on previous experience, increasing the bin increases the rubbish. The Canal boats should not be putting items in the bins but have designated areas to dispose of waste. Their recommendation is to keep things as they are. It was resolved to accept their advice.

Clerk to liaise with the Plume of Feathers to see if it would make a financial contribution to the cost of emptying the bins.

309 Cllr Parry's Highway Initiative fund update – no update received.

327 Canal milestone update – new dates requested from the Canal & River Trust. Still awaiting details.

350 Notice board in Cocknage

- It was resolved to approve the purchase and installation of a Parish Council notice board, estimated costs around £480 - £520 excluding installation and dependent upon size. The board is to be located at the Country Cabin.
- It was also resolved to approve the installation of a 'welcome to Cocknage please drive carefully' sign and planter, Clerk to look at location and costings. It was resolved to include this item within the meeting with other village grounds issues.

351 High View Planning Application

Concerns were raised at the Planning Meeting following the visit of SBC to High View. Cllr Jones would take this back to SBC.

352 Wayleave Agreement Upper House

There was an agreement for an annual Wayleave Agreement to be levied to the Upper House for their new Signage, cost to be borne by the Upper House. Cllr Jones will liaise with the Upper House to progress this item.

353 Theft / damage of assets – It was noted the bench by the canal had been removed due to the deterioration of the timbers, it was resolved not to replace this. Clerk to remove the item from the asset register. The bench in the bus shelter on Station Road had been damaged through someone trying to pull it away from its fixings, a repair will be required, Clerk to obtain costings.

354 Barlaston Park Report – Three fly tipping incidents have occurred which have been resolved by SRH. There are an increased number of people disposing of rubbish behind the garages. The failing lights have been fixed on the bottom car park and an abandoned car has been removed. The grass cutting remains poor on the Park, Clerk to raise the issue with the grounds maintenance contractor.

355 Report from Wedgwood – No report was submitted.

356 Items raised from the Public Forum – A request was made for a handyman for the Village. Issues were noted at the Downs car park, to be considered with the village grounds issues.

357 Borough Council member for the area report – Complaints had been received about parking difficulties at Orchard Place, which have been passed onto SRH. Other issues raised were regarding litter by the canal which has been dealt with.

358 County Council member report – The County Councillor was not in attendance.

359 Planning Committee Recommendations

- Planning Application Ref 18/29134/HOU at 7 Canal Side, Barlaston – It was resolved to approve this application.
- Planning Application Ref 18/29126/FUL at The Mount, 12 Longton Road, Barlaston – It was resolved to approve this application.
- Planning Application Ref 18/29061/HOU at The Mount, 12 Longton Road, Barlaston – It was resolved to approve this application.

360 To note financial matters:

External Financial Audit update

The Clerk submitted the report from Mazars detailing the outcome of the financial Audit for 2017/2018. The findings were accepted. Clerk to publish the Notice of Conclusion of the Audit Annual Return for the year ended 31 March 2018 on the Parish Council website.

Bank reconciliation / Cash Flow & Budget Comparison - The Clerk submitted the reports, it was resolved to accept these.

Bank	Unity Bank	Lloyds Treasurers A/C	Lloyds Business A/C
Statement	No. 028 – 20/07/18	No. 39 – 04/07/18	No.6 – 04/07/18
Opening Balance	£392.00	£14,685.66	£57,605.22
Total Paid in	£0.00	£1,172.69	£2.60
Total Paid out	£18.00	£6,525.07	£0.00
Balance	£374.00	£9,333.28	£57,607.82
Statement	No. 029 – 20/08/18	No. 40 – 03/08/18	No.5 – 03/08/18
Opening Balance	£374.00	£9,333.28	£57,607.82
Total Paid in	£0.00	£0.00	£2.21
Total Paid out	£0.00	£3,750.80	£0.00
Balance	£374.00	£5,582.48	£57,610.03

Schedule of payments for August 2018	Amount	VAT	Cheque
Stone Lions Club Grant for Prostate Cancer	60.00	0.00	002403
SLCC Conference	25.00	0.00	002404
Perennial Landscapes – Ground Maintenance	570.00	114.00	002405
ICO – Annual Subscription	40.00	0.00	002406
The Print Shop – replacement cheque	50.00	0.00	002407
K St Leger Salary & Expenses	1083.53	4.00	002408
Schedule of payments for September 2018	Amount	VAT	Cheque
D Norman, Stationery expenses	6.66	1.33	002409
Stafford Borough Council Lease	10.00	0.00	002410
Perennial Landscapes July 2018	285.00	57.00	002411
K St Leger Salary & Expenses	1088.20	0.00	002412
SLCC CILCA Training Course	350.00	0.00	002413

Additional Invoices received	Amount	VAT	Cheque
Stafford Borough Council Civic Amenity Visits	325.00	65.00	002414
Mazars Audit Fees	300.00	60.00	002415

361 Weekly play equipment report – Nothing to report

362 Risk Assessment Actions No risk was identified.

363 Correspondence and circulars

- A grant application letter was received from Douglas MacMillan, members of the Council already support various fundraising activities on behalf of the charity, it was therefore resolved to reject the application.
- A thank you letter was received from Stone Lions Club for the donation to the Prostate Cancer event.
- Notification from SLCC advised the financial settlement for Parish Councils had been deterred for a further 3 years.
- A letter was received advising the PC of a court case conviction, the contents were duly noted.
- Concerns were received regarding the Cricket Club using poison on site and a large bonfire which appeared unattended. Due to the H&S risks the Clerk approached the Cricket Club for an immediate response, a report addressing the concerns was received. Clerk to distribute to the Cllrs. The issue was resolved to the satisfaction of the complainant.

364 Questions from Councillors for inclusion on next month's agenda /

- A resident from Tittensor Road submitted a list of issues, requesting assistance from the Parish Council to resolve. It was noted although the PC were sympathetic it is not in their remit to address such issues. Highway matters need to be submitted to Staffordshire

County Council, and traffic violations need to be logged with Staffordshire Police using the 101 number.

- Concerns have been raised regarding a member of the public cutting back the hedge on Station Road without the necessary road closure notices or safety equipment being in place. The Clerk advised the issue was already being addressed by SCC Highways Ref 413967. Any work undertaken by the public is at their own risk and should be strongly discouraged.
- A traffic violation complaint was received regarding cars parking at the junction of Park Drive and Tittensor Road. It was noted this was not an issue the Parish Council could deal with. This needs to be logged with Staffordshire Police using the 101 number.
- Concerns were raised regarding the derelict house on Diamond Ridge who have installed a field shelter where planning has previously been refused.
- A previous flooding issue logged with SCC on behalf of a resident in Old Road (ref 4129439) was reported as being closed following works undertaken. On checking, no works had taken place. SCC could not open an old call but recorded a new call (ref 4135010). Situation to be monitored.
- Mrs Proctor requested the memorial plaque for Peter Proctor to be relocated to a more satisfactory location. Cllr Hurst would remove the plaque from the broken planter by the Station, which is to be mounted on a stone and relocated in a position agreed with Mrs Proctor.
- A letter detailing the parking issues on Orchard Drive was received. This will be addressed via SRH.

Meeting closed at 21:30 hrs.

Date of Next Meetings

2 October September 2018 Ruth Dickson Meeting Room, Barlaston Village Hall