

Stowe By Chartley Parish Council

Minutes of the meeting of Stowe by Chartley Parish Council held on 4th September 2018 in Stowe by Chartley Village Hall.

Present: Cllr. Mrs. Grimes. Chair.
Cllr. Mrs. M. E. Hurdle. Vice Chair
Cllr. Mrs. E. Finney
Cllr. B. Mackellar
Cllr. G. Meddings
Cllr. C. Tilston

Also in attendance. Cllr. Mrs. F. Beatty, 5 residents and J. Blount. Clerk/RFO

Public participation.

A plea was made for the survey to take account of the fact that many residents were away on holiday. A resident said that a Councillor should have left a meeting at a particular point and asked why he had not done so.

Cllr. Mrs. Beatty said that she hoped to see representatives at the Parish Forum. She said that work on the Local Plan revision was going well with plans for a new village at Norton Bridge being considered. It was expected that Local Plan sites and allocations proposals would be produced within the next 6 months. A peer services review had taken place which had said that the Borough Council's planning services, finance, staff and work of the Chief Executive and Leader were very good.

131/18. Apologies.

Apologies were received from Cllr. C. Welch

Resolved to accept the apologies.

132/18. Declarations of Interest.

There were no declarations of interest.

133/18. Written applications for dispensations under the Localism Act 2011.

There were no applications.

134/18. Minutes of the meeting held on on 3rd July 2018 in Stowe by Chartley Village Hall.

Resolved that a) in item 76/18 (Matters arising) the first sentence of the second paragraph should end with '.....be collected by local Members and online.'

b) in item 53/18 (Matters arising) the second sentence should include Weston with Gayton Parish Council and Milwich with Fradwell Parish Council as well as Hixon Parish Council.

c) in item 124/18 Resolution a) should replace 'Cllr. Mrs. Hurdle' with 'Cllr. Mrs. Grimes' and the words 'Cllr. Mrs. Hurdle to be informed' added.

With these amendments the Minutes were agreed as a true record.

135/18. Matters arising from the meeting held on 3rd July which are not otherwise on the agenda.

76/18 Rural Exception Site. (Housing Needs Assessment)

Resolved that the wording of the covering letter be changed by:

- a) removing the salutation and signature,
- b) removing the encouragement to fill in the questionnaire online but leave it as an option,
- c) adding the word 'you' in the second sentence of the second paragraph,

- d) removing the word 'new' from the first sentence of the fourth paragraph but putting the same word in bold type in the second sentence,
- e) removing the sentences referring to methods of responding and insert 'Please fill in the survey by 15th October and place it in the blank envelope provided. The envelope will be collected by a Councillor in the following week. If you are going to be away then you could drop it off to a local Councillor or, if this is not possible there is a facility to fill it in online by putting the following link into your internet browser address bar
- f) adding 'Results of the survey will be presented at an event to be held later in the year'.
- g) adding 'If you have any queries then please contact the Clerk at clerk@stowe-by-chartley-pc.gov.uk or by telephone on 07423481311'.

- Resolved to 1) use Parish Council facilities to print the survey in colour,
- 2) the text after Question 24 of the survey to read 'Thank you for taking the time to complete this survey. Please place it in the blank envelope. It will be collected by a local Councillor during the week beginning 15th October. If you have a query they will be happy to help'.
- 3) deliver all surveys by post and hand by 14th September,
- 4) collect surveys from Members on 22nd October and deliver them to Mr. Heselwood,
- 5) insert link to survey on web site.

93/18. Neighbourhood Watch coordinator.

Police coordinator to give presentation at the next meeting.

019/16 Water on road, Stowe Lane.

Awaiting County Council.

292/17 Rights of Way Order on airfield.

Awaiting County Council.

Resolved that Clerk write to Cllr. Francis.

299/17 Safety and legislative issues on playing field.

Possessory title granted.

Resolved to note need to follow up in 12 years time and discharge this item until then.

335/17 Registration of St. Johns Close land.

Further details supplied to solicitor. Awaiting news.

10/16 Best Kept Village Competition.

The BKV Committee will examine the judges comments in order to report as per Fin. Regs. 3.1

Resolved to a) Insert judge's comments letter into BKV area Newsletters.

b) get certificate framed and displayed in village hall.

57/18 General Data Protection Regulation.

Clerk to make a full report on GDPR and Cyber Security to next meeting.

116/18 Planning consultation on Local Plan issues.

No response from Borough Council.

Resolved to discharge this item.

118/18 Flooding issue on C0037 at Drointon.

No response from landowner or County Highways.

Resolved to wait and see what happens when conditions change.

123/18 CPI bid for steps on FP 23.

A resident had helpfully pointed out that the Right of Way referred to was FP34, not 23.
Little prospect for work being carried out by County Council. No response from landowner.

Resolved to check on land ownership and write again to land owner.

124/18 Stand at fete.

Agreed that the stand at the fete had been worthwhile and that the exercise should be repeated next year.

Resolved to discharge this item.

136/18 Standing Items:

Inspection Report. These showed a need to:

- Clean the Jubilee Oak plaque,
- Cut back the hedge,
- Litter bin needs emptying,
- Picnic bench needs staining,
- Dead branch on damson tree at bottom of field needs removing,
- Fill in rabbit holes, especially large hole in hedge behind tree,
- Cut hawthorn and apple tree on approach to let light in.

Resolved that Clerk work with landowners and contractor to address these problems and the lack of planting along the breach in the hedge.

Resolved that Clerk use notices to warn that the defibrillator was awaiting spares.

Neighbourhood Watch report. No report available.

Hazeldene House Surgery report. Last meeting cancelled.

Resolved that this report be put under 'Correspondence' from now on.

137/18 Chairman's announcements. Cllr. Mrs. Grimes advised the Council that there was a Tesco fund that may help with survey funding.

138/18 Questions from Councillors. Cllr. Meddings asked if the Council were aware of the problem of salt water damaging vegetation at The Old Thatch.

139/18 Planning applications and appeals.

App. 18/29103/HOU Loft conversion, various extensions and a detached double garage at The Hive, Station Road, Stowe by Chartley.

Resolved that the Council had no objection to the proposals.

App. 18/28412/OUT. House for equestrian manager on land at Drointon. Clerk reported that the application had been sent back for more financial information.

140/18 Consultation on proposed addition to the Definitive Map.

Resolved to respond saying that the Council had no information about usage and suggesting that East Staffs Borough Council be consulted.

141/18 Local Plan consultation on Scoping the Issues Report, Settlement Assessment and Settlement Profiles.

Resolved to respond to: a) Question 17 putting forward the playing field as Local Green Space, b) Question 19a saying encouragement should be given for the use of public rights of way and provision of new ones,

c) Para 3.70 pointing out that Chartley Moss is a Ramsar site

142/18 Attendance at, and items for, Stafford Borough Council's Parish Forum.

Resolved that the Council had no items for the forum but that the Clerk would attend and report back.

143/18. Support for request to provide salt piles on verge of C0037 south of railway bridge at Grindley.

Resolved to ask County Highways to provide salt piles on verge of C0037 south of the railway bridge at Grindley.

144/18. Minor Highways contract.

Resolved that the contract be approved with two additional visits to Grindley in January and March after the main contract area work in November.

145/18. Mowing contract.

Resolved to approve the draft Mowing Contract and map with addition of two areas off Stowe crossroad and another area outside 'Meadows' in Bridge Lane.

146/18. Inspection of assets.

Resolved that Clerk and Vice Chair carry out survey and include check on Bridge Lane footpath.

147/18. Draft action plan for 2019.

Resolved to approve the draft Action Plan.

148/18. Clerk's training opportunities.

Resolved to approve the Clerk's attendance at the Conferences in Cheshire and Worcester in lieu of attendance at SLCC National Conference. Conference fees only – no overtime or mileage payments.

149/18 Clerk's appraisal.

Resolved to approve the Employment Committee terms of reference.
Resolved that Employment Committee of Cllr. Mrs. Hurdle, Cllr. Mrs. Finney and Cllr. Welch meet and carry out the appraisal and report back to the Council in October.

150/18 Newsletter timing and content.

Resolved to accept the draft with changes to front page as agreed under item 135/18, clarify use of civic amenity skip and add Clerks contact number.

151/18 Correspondence.

Resolved to note the following correspondence:

SPCA. Bulletins.

NALC. Star Awards. Newsletter. AGM.

SLCC Briefings

IIMC Briefings

Rural Services Network. Briefings.

Defra. Enquiry about digital connectivity.

Staffs CC. Highways updates. Newsletter.

SBC Members' Digests. Commemoration of Battle of Britain.

CPRE. Newsletter. AGM notice, Rural Affordable Housing. Can affordable homes save rural communities. Fracking Campaign.

Stafford & Rural Homes. Invitation to AGM.

Land Registry. Newsletter.

Ordnance Survey. Newsletter.

Staffordshire Police. Newsletter.

Office of police and crime commissioner. 'Space' programme. New governance of fire and rescue service.

Douglas Macmillan Hospice. Request for donation.

Broxap, Litter and recycling bins.

Plantscape. Plant containers.

LITE Ltd. Illuminated displays.

Louise Ellison Newton, Noticeboards.

Playdale, Wicksteed, Creative Play, eibe Play and HAGS UK Play equip.

Resident. Enquiry about local grants.

Staffordshire Playing Fields Association. Notice of AGM and request for subscription.

Fibrous. Exhumation services.

152/18 Bank reconciliation.

Resolved to approve this as a true record.

153/18 Accounts for payment.

Item	Net	VAT	Gross	
J. Blount. Salary & expenses	926.39	27.96	954.35	
HMRC	131.20	0	131.20	
J. Blount, CCS stationery	45.00	0	45.00	
Cllr. Mrs. Grimes, mileage expenses	14.85	0	14.85	
SPCA, Councillor's training course	20.00	0	20.00	
Trent Grounds Maintenance, mowing	126.90	25.50	152.40	
Avdec, Website hosting & domain	140.00	28.00	168.00	

Resolved to approve the above payments.

154/18 Banking changes.

Some Members had had difficulty getting access to the account online.

Clerk advised that he would email Members when online authorisation was required.

Clerk had received PO paying-in card.

Resolved that:

- Cllr. B. Mackellar will be an authorised signatory on all accounts,
- instructions and changes will be given in line with the mandate,
- the Council are aware that Unity Trust Bank may not make enquiries before acting on instructions given by an authorised signatory and
- the Council will notify Unity Trust Bank of any changes to the organisation in writing.

155/18 Date of next meeting. 2nd October 2018 at 7.30pm.