

MINUTES of the Meeting of Brocton Parish Council held at Village Hall, Old Acre Lane, Brocton on Wednesday 5 July 2017 commencing at 7.30 pm.

Present: Cllr R Bates (Chairman), Cllrs Miss J Perry, R Middleton, L Goff, Cllr Mrs L Smith, Borough Cllr F Finlay and County Cllr J Francis.

35/17 APOLOGIES Apologies for absence were received and accepted from Cllr L Lee.

36/17 PUBLIC OPEN SESSION

The Chairman adjourned the meeting and declared the public session open. Twenty members of the public were present and a separate record of the matters discussed has been made, this is shown as Appendix A to the Minutes. The Chairman closed the public session at 8.30pm and resumed the meeting.

37/17 DECLARATION OF INTERESTS There were no declarations of interest.

38/17 MINUTES The Minutes of the Meeting held on 7 June 2017 were approved and signed as a correct record.

39/17 MATTERS ARISING

a. 29/17d/18/17c – Cllr Middleton advised he had spoken with the Safety Inspector from Wicksteed Leisure Ltd, who had carried out the annual safety inspection recently. The Inspector advised that the safety tiles would be safe for use. Cllr Middleton advised that the Inspector had agreed to make recommendations regarding the use of adhesive within the report. Clerk to follow this up with Wicksteed.

b. 18/17h – Clerk to establish if there is any legislation covering areas of poor mobile phone coverage and a responsibility of British Telecom to ensure there is a useable phone box available within a certain distance, possibly 400 meters.

c. 34/17c – Chairman advised of various costs relating to purchase of a sign for children's playing field. It was proposed by Cllr Middleton and seconded by Cllr Mrs L Smith to purchase the sign from Three Fish Sign Company at a net cost of £45.00. The Chairman agreed to arrange purchase of the sign accordingly.

d. 24/17b – Clerk advised that the next edition had been printed and is awaiting collection, Chairman agreed to collect. As Cllr Mrs L Smith is unable to deliver her copies Mr B Mudway agreed to deliver these on her behalf. It was further agreed that the Clerk would draft a flyer to inform the residents of the Public meeting on Thursday, 13 July about the consultation over proposals for future habitat management of Cannock Chase. Wording to be provided by Ms Jane Christopher and Councillors will deliver the flyer and the Paperchase throughout the village as a matter of urgency.

40/17 DEVELOPING A COMMUNITY BASED APPROACH

Cllr Goff advised of his recent attendance at a Task & Finish Group for the above. A reduction in funding for the management of highway amenities has been applied by Staffordshire County Council, who will now only fund what are their statutory obligations. The County Council are looking for Parish Council's to raise funds or find volunteers to carry out the work they will no longer do. A 'test' website has been set up by the County Council to provide help and assistance. Options to consider: do nothing & village will become untidy; create not for profit organisation to do tasks; join with other Parish Councils to get specific tasks done jointly (Colwich Parish Council have recently employed 3 lengthsman to carry out small jobs).

Cllr Francis advised that the Parish Council could decide to increase the precept to get tasks completed. Cllr Finlay suggested the Parish Council identify all the things that the County Council were doing, alongside their statutory obligations and then decide how to take things forward. It was unanimously agreed to put this item on the Agenda for discussion in September.

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41/17 PLANNING APPLICATIONS

- a. **17/26540/HOU** Brackenhill, 17 Old Acre Lane, Brocton. 2 storey side extension and conversion of flat roof dormery to pitched roof.
- b. **17/26516/HOU** 47 – 49 Pool Lane, Brocton. Single storey side/rear extension plus extension to rear of garage along with internal alternations and retention of existing access.

The above application proposals were reviewed and considered. No objections or concerns were raised.

Cllr Francis left meeting at 9.00pm

Cllr Finlay left meeting at 9.05pm

42/17 PLAYING FIELD

a. **Regular Inspection Visits** – The meeting received a written report of routine visits to the playing field by Mr J Sulway. No problems were identified. The Chairman thanked Mr Sulway for his time.

b. **Annual Safety Inspection** – Clerk advised that this was carried out on 15 June 2017. See comments under **39/17a** regarding safety tiles.

c. **Picnic in the Park 2017** – Progress for event discussed.

Cllr Mrs Smith enquired where fire extinguisher is obtained from. Chairman agreed to deal with this. Cllr Middleton advised the guy ropes for the gazebos will need to be marked, Chairman agreed to provide hazard tape. It was unanimously agreed that all Councillors will arrive at event for 1.30pm to assist with setting up. Clerk advised that attendance had been confirmed by: PCSO, bouncy castle, face painting, brownies, Brocton football club, no response from Army yet.

43/17 WEBSITE

a. A discussion about the future development of the website took place, does the current website meet the future needs of the Parish Council? Cllr Goff suggested that Cllr Lee be offered the opportunity to future proof the website and the item be added to the Agenda for September for further discussion with Cllr Lee. This was unanimously agreed. Clerk to email Cllr Lee accordingly.

44/17 FINANCE

- a. **Accounts for Payment** - The meeting approved payment of the following accounts:

Paid to:	Details:	Net Amount	VAT	Total Paid
Gillian Davies	Salary from 1 – 30 June 2017	£246.04	Nil	£246.04
Gillian Davies	Home working allowance	£17.33	Nil	£17.33
Gillian Davies	Mileage expenses	£21.60	Nil	£21.60
Gillian Davies	Clerks expenses	£4.72	£0.54	£5.26
Wicksteed Leisure Ltd	Annual Park inspection - unaccompanied	£45.00	£9.00	£54.00
Trent Grounds Maintenance	Grass cutting No. 6 & 7	£398.00	£79.60	£477.60
Gillian Davies	*Salary from 1 – 31 July 2017	£246.04	Nil	£246.04
	*Home working allowance	£17.33	Nil	£17.33

*The Clerk would receive a cheque dated 5 July 2017 to cover salary for July but would not cash this cheque before 2 August 2017. The Parish Council do not meet in August and this would mean the Clerk did not have to wait two months for her salary. Any expenses owing for July will

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be submitted in September, with the exception of the Home working allowance, which will be included with July salary.

All Councillors confirmed their agreement with the above arrangement. The Clerk wrote out the cheque which was signed accordingly.

Cllr Goff queried if grass cutting within the village had been reduced. Chairman advised that there has been no reduction in the grass cutting arrangements. Cllr Goff advised that in light of the developments shared at **40/17** Staffordshire County Council may reduce what it currently pays to Brocton Parish Council in the future.

b. Clerk informed Councillors of information received from the Co-op Bank which advised of a charge being levied on the account for the sweep facility, which is in operation on the Accounts. This facility ensures that the Community Directplus Account (Current Account) always remains at a balance of £500.00 and the Co-op automatically moves money accordingly to the Business Select Instant Access Account (Deposit Account). The charge is £30.00 per quarter and will be applied on 5 July 2017, as the first charge. It was unanimously agreed to have one account only so as to avoid this charge in the future. Clerk to arrange this.

45/17 CORRESPONDENCE

a. Staffordshire Police – Automatic Number Plate Recognition (ANPR). All present confirmed their support for this and raised no objections. Clerk to forward comments onto the police accordingly on behalf of the Parish Council

b. Public Space Protection Order (PSPO) – Stafford Borough. Noted and no comments or objections made.

c. Police & Crime Commissioner – Police & Fire consultation. Noted, all present agreed that the principle as outlined is acceptable.

46/17 VILLAGE MATTERS

a. Village Hall Committee. Cllr Goff to attend a meeting of the Village Hall Committee in September and report back to the Parish Council.

b. Brook Lane. Cllr Middleton advised this is still ongoing.

c. Brick Kiln Lane. Cllr Middleton enquired if the surface dressing had been completed yet, Chairman advised that he did not believe it had been done yet and will look into this.

d. Speed limit between Brocton & Milford. Cllr Francis communicated a report of National Data compiled in 2013, from the Department of Transport. In summary it is the view of the Department of Transport that the speed limit on the road between Brocton & Milford is appropriate as the road is sufficiently wide enough to accommodate a 40 mile limit, where this applies. Cllr Francis agreed a consistent speed limit would be appropriate. Cllr Middleton commented that it will take a death or serious injury for the installation of cameras and questioned why the safety camera van cannot be deployed. Cllr Francis agreed to discuss with Mr Richard Rayson at their next meeting and will try to see if there is anything that can be done.

e. Foot path on Sawpit Lane. Chairman stated that he continues to see horse hoof marks on the footpath. Cllr Middleton commented that he had witnessed horses on the road. Chairman/Clerk to raise this matter with the PCSO at the Picnic in the Park.

f. Development on A34. Cllr Finlay advised that the planning application had now been submitted by the developers. Cllr Middleton updated Cllr Finlay that Brocton Parish Council had

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submitted objections to South Staffs District Council, which were comprehensive. Clerk advised that an acknowledgement of receipt had been received from South Staffs.

g. SCC Proposed changes to Cannock Chase. This item was covered under the Public Session and a summary of the discussions are shown in Appendix A.

h. Purchase of 'high vis' vests. It was unanimously agreed that the purchase of these would be a good idea. Chairman to explore costs and share details with Councillors. It was agreed vests for all Councillors, the Clerk and regular volunteers should be purchased.

Other matters raised by Councillors.

Cllr Miss J Perry advised that she had been asked if the filing cabinet in the church could be moved. It was unanimously agreed that the contents need to be fully established before any such decision could be made. Clerk to look into this when possible.

There being no further business the Chairman closed the meeting at 9.45pm.