

**MINUTES of the Meeting of Brocton Parish Council held at Village Hall, Old Acre Lane, Brocton on Wednesday, 4 April 2018 commencing at 7.30 pm.**

**Present:** Cllr R Bates (Chairman), Cllrs: Mrs L Smith, Mrs B Smith, L Lee, Miss J Perry, L Goff  
Cllr F Finlay (SBC) and Cllr J Francis (SCC) – left at 8.30pm.

**38/18 APOLOGIES** Apologies for absence were received and accepted from Cllr R Middleton.

**39/18 PUBLIC OPEN SESSION**

The Chairman adjourned the meeting and declared the public session open. 2 members of the public were present.

The matter of Cannock Chase was raised. A resident advised that email communications had been received from Dialogue Matters in February 2018 (SCC consultation partners) to advise their work had been completed and that ongoing matters had now been passed back to SCC, who will co-ordinate ongoing matters, alongside the RSPB and that details will be made available on SCC website. Resident believes an e-forum has been set up by SCC but has been unable to find details. No contact has been received from SCC. Cllr Francis expressed his concern that he had not been copied into this email communication and advised will follow this up with SCC Officer and update the Parish Council accordingly. Chairman advised that the Parish Council had no further information to share. Clerk advised that the Parish Council had instructed her to keep a watching brief on Cannock Chase and with this in mind had contacted the SCC to request a further update, which will be included in the May Paperchase. SCC Officer currently on holiday. Cllr Goff advised that the working group, that was discussed in September 2017, had not been established yet, but that the Parish Council would be represented when it was. Cllr Francis advised that SCC currently had resource capacity issues.

No other matters were raised.

The Chairman closed the public session at 8.40pm.

**40/18 DECLARATION OF INTERESTS** There were no declarations of interest.

**41/18 MINUTES** Minutes of the Meeting held on 7 March 2018 were approved and signed as a correct record.

**42/18 MATTERS ARISING**

**a. 34/18a** – Clerk provided a Data Protection update and advised Cllrs that no request for a 'gap analysis' had been progressed with SCC because information regarding another service offer had become available. Details shared with Cllrs for consideration and comment. This service provided by the Local Council Public Advisory Service (LCPAS) appeared more proportionate and relative to a small Parish Council. Clerk to continue to investigate service offers in consultation with other Parish Clerks. Cllr Francis advised that the Parish Council should establish an Equality and Diversity Policy – Clerk to deal with this.

**b. 28/18e – 23/18ix** – Cllr Finlay advised Clerk to contact Streetscene who can advise usage of bins within village. This will allow Cllrs to consider if bins are correctly located within village. Cllr Goff commented that the 2 bins in Pool Lane are in regular use.

**43/18 PLANNING APPLICATION**

**a. 18/28246/HOU – Copperfield, Brocton Heights, Brocton.** Alterations to existing house and construction of new chimney, new roof, new windows and render to walls.

No objections to the proposed application were made. However, concerns were raised over the accuracy of the details contained with the paperwork submitted; incorrect spelling/location of addresses; numerous properties referred to in the application. Clerk to discuss with SBC Planning Department and update the Parish Council accordingly.

**44/18 PLAYING FIELD**

- a. The meeting received a written report of routine visits to the playing field by Cllr Mrs B Smith. Cllr Mrs B Smith commented on the condition of the safety tiles – there was considerable moss, which was very slippery. Cllr Lee advised they be treated with algon, an organic path/patio cleaner – Chairman to look into this. There was a small amount of litter, but no other issues to report. The Chairman thanked Cllr Mrs B Smith for her time.
- b. Cllr Middleton not present, however, item discussed above – 44/18a. Cllr Lee suggested that soda crystals or biological washing powder are also good options for removing moss.
- c. Clerk advised that the re-turfing of the goal mouth had now been completed. TGM had spiked and fenced off the area, fencing will be removed by TGM when appropriate.

**45/18 STANDING ITEMS**

- a. **Developing a Community Based Approach** – Chairman and Cllr Lee attended a meeting with SCC Officer, Nicola Swinnerton. Cllr Lee commented that the meeting had been positive, SCC were hoping to develop a reliable group of volunteers to report issues to them – inaccurate reporting wastes time and valuable resources. 1/3 of the budget has been cut and more cost-effective ways of doing things needed to be found. Footpaths/potholes can be accurately located via a GPS signal and reporting issues via MyStaffs App. Issues over identification of landowners remain – data protection. Brook Lane was discussed; however, current classification is unlikely to be changed. Overall, Chairman and Cllr Lee felt that whilst the meeting was useful and positive, there were some frustrations and so maintaining contact with Nicola would be useful – can provide details of other Parish Councils who have a good network of volunteers so that Brocton can explore how to do the same.
- b. **Village Hall** – it was noted that the Constitution needs to be updated. Clerk is still exploring governance arrangements with other Parish Councils. Cllr Francis suggested a joint meeting with Village Hall representative(s) to agree way forward that is acceptable to all.
- c. **Cannock Chase** – no update at this time.

**46/18 FINANCE**

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

<b>Paid to:</b>	<b>Details:</b>	<b>Net Amount</b>	<b>VAT</b>	<b>Total Paid</b>
Gillian Davies	Salary from 1 – 31 March 2018	£246.04	Nil	£246.04
Gillian Davies	Home working allowance	£17.33	Nil	£17.33
Gillian Davies	Mileage expenses for March	£16.20	Nil	£16.20
Gillian Davies	Clerks expenses	£8.12	£1.62	£9.74
	<b>Total payment</b>			<b>£289.31</b>
Trent Grounds Maintenance	Re-turf of goal mouth in play park	£60.00	£12.00	£72.00
SPCA	Annual subscription 2018/19	£204.00	Nil	£204.00
White Lodge Promotions	Invitations for Annual Parish meeting – April 2018	£65.00	Nil	£65.00

**47/18 – PARISH MEETING**

- a. Final arrangements were discussed and agreed.

**48/18 – TO RECEIVE CORRESPONDENCE**

- a. **Thank you letter from Berkswich Parochial Church Council** – response acknowledged.

- b. Letter from First City Property Consultancy** – letter acknowledged. Clerk to write to First City to thank them for their response and co-operation.
- c. Response from landowner** – response noted.
- d. SBC 3-year plan** – receipt noted and all Cllrs to review correspondence.
- e. Unification decision by Community Council of Staffordshire** – letter noted, no comment.

**49/18 – VILLAGE MATTERS**

- a. Bus shelter repairs** – Clerk shared details of quote received from TGM. Cllrs requested another quote be obtained – Clerk to progress. Chairman to investigate removal of bus shelter on Pool Lane.
- b. Grass verges** – awaiting response from SCC – Cllr Francis to follow up
- c. Traffic management at Brocton crossroads** – no response received from SBC to date. Cllr Finlay advised Clerk to contact South Staffordshire to establish if planning application has been re-submitted for Acton Hill and if any provision has been made for S106 money. A34 Police HQ development - Cllr Mrs L Smith commented that access on Milford Road would be via a gated entrance, main volume of traffic would be onto A34. Cllr Lee commented that this will push Brocton residents from Stafford to Rugeley/Cannock for shopping.

**Other items raised by Councillors**

- i. Reducing plastic** – Cllr Lee enquired if residents were aware of milkman who visits village – provides a very reliable service – possible Paperchase article. Increased use of this service would contribute to a reduction in the volume of plastic. Cllr Goff raised concerns about advertising in Paperchase, Clerk to explore validity of this and update Cllrs.
- ii. Litter at garage on A34** – Cllr Miss Perry raised the volume of disposal gloves collected from A34 on the litter pick day – all from the garage. Clerk to write to garage to draw this to their attention and request their support in addressing this. It was noted that Bednall Parish Council had commented on the good work carried out by Brocton in tackling litter. Chairman thanked all those who had supported the recent litter picks.
- iii. Chairman** shared details of recent communication of donation for memorial seat within village, which had been received from a relative of a late resident of the village. Cllrs discussed this and agreed in principle to support the donation, subject to identifying a suitable location. Clerk to follow up.

There being no further business the Chairman closed the meeting closed at 9.05pm