

MINUTES of Meeting of Brocton Parish Council held at Village Hall, Old Acre Lane, Brocton on Wednesday, 3 April 2019 commencing at 7.30 pm.

Present: Cllrs: Mr R Bates (Chairman), Miss J Perry, R Middleton, L Goff, Mrs L Smith, Mrs B Smith and L Lee. Cllr F Finlay (SBC).
Cllr J Francis (SCC) and Cllr H Fisher (SCC Cabinet member for Highways & Transport) attended for the discussions relating to the A34 Service Road. Both Cllr Francis and Cllr Fisher left the meeting at 8.10pm.

35/19 APOLOGIES: None

36/19 PUBLIC OPEN SESSION

The Chairman adjourned the meeting and declared the public session open. 6 members of the public were present.

1. Sam Caraway – Outdoor Manager for Shugborough National Trust attended as an invited guest of the Parish Council to provide an update on the work being undertaken by the National Trust at Shugborough and the Sherbrook Valley. At Shugborough repair work is happening on various monuments; there is some tree planting taking place and within the walled garden a warehouse is being removed, along with some contaminated soil. There is some impact from HS2 and Shugborough are part of a group advising HS2 about protection of special landscapes – the group consists of representation from the National Trust, Wildlife Trust and Natural England, HS2 have recognised this group. Group will try to influence decisions and impacts upon local landscapes. In June the front drive to Shugborough will be closed for 5 days whilst restoration work is carried out. In Sherbrook Valley conservation work is being carried out to protect the habitat of the small pearl bordered fritillary butterfly, this will include low level grazing (maximum of 4 cows) for 1 month in Spring and 1 month in Autumn. Cows will be fenced in and fencing will be hidden, where possible, to minimise impact on landscape.

Sam left the meeting at 7.45pm.

2. A34 Service Road. Chairman advised residents present that a response had been received from SCC regarding the potential patching and surface dressing of the road. The response advised that upon further investigation this option was not considered to be economically viable and no guarantees could be offered that the surface dressing would not fail quite quickly. Therefore, this option has been dismissed by SCC. An alternative option was suggested – insitu recycling scheme, which would cost £15,000, with SCC funding £7,500 of this cost, via Cllr Francis' contribution and the remaining £7,500 would have to be met from the Parish Council and/or residents. After further discussion, another option was proposed – Blinding. Cllr Middleton commented that if this work was carried out properly it should provide a safe surface. Cllr Middleton and Cllr Francis made the point that the integrity of the retaining wall had to be maintained. SCC have a legal responsibility to determine the width of the grass verge and roadway to ensure the stability of the retaining wall is maintained and a structural engineer, together with Highways should make the decision on the required width necessary for safe use by refuse vehicles. Cllr Francis suggested the installation of trip rails as a form of protection for the retaining wall.

Residents confirmed their agreement to Cllr Francis pursuing the cost of the Blinding option. Cllr Francis will provide details to the Clerk, who will advise the residents accordingly.

Action: Cllr Francis and Clerk.

3. Open Day at Marquis Drive. Residents from Brocton attended this event, despite the very short notice provided by SCC – 3 days. Organisation at event was poor, attending staff did not have staff badges and it was unclear who was who. Grazing will be going

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ahead at Moors Gorse and invisible fencing will be installed. Cllr Goff and the Clerk advised that no further communications regarding Cannock Chase have been received from SCC. Clerk advised that the Parish Council had expressed their concern at the short notice received of the event, however, no response from SCC has been received.

Resident advised that the roads in the village had not been swept and could these be done. Clerk will make enquiries.

Action: Clerk.

The Chairman thanked the public for their attendance/comments and closed the public session at 8.15pm and resumed the meeting.

37/19 DECLARATION OF INTERESTS There were no declarations of interest.

38/19 MINUTES Minutes of the Meeting held on 6 March 2019 were approved and signed as a correct record. A minor typing error was corrected at item 27/19a.

39/19 MATTERS TO BE UPDATED from previous meeting

a. 22/19b, 7/19a – A34 Service Road. Item covered in the Public Session. Cllr Miss Perry commented that many years ago this road was previously a single track and grass verge and maybe the Archive records would be able to show how it looked many years ago. No further enquiries required, at this stage.

b. 26/19a – Insurance costs for both kiosks was noted by Councillors and it was agreed that no action be taken at this stage regarding arranging insurance. Clerk to establish if resident is still interested in creating a community asset with the kiosk at the village green.

Action – Clerk.

c. 28/19a – Litter pick event. The Chairman reminded all Councillors of this event on Sunday, 7 April. Cllr Middleton, Cllr Miss Perry and Cllr Mrs B Smith all gave their apologies.

d. 29/19a – Annual Parish meeting invites. The Chairman thanked Cllr Lee for arranging these. It was agreed these will be delivered as soon as possible after the elections.

Action – Councillors.

40/19 PLANNING APPLICATION

a. 19/30217/HOU – Oakmoor, 59 Pool Lane, Brocton. Proposed single storey side and extension. No objections or comments made to the planning application. Clerk to inform SBC.

Action – Clerk.

41/19 COMMUNITY EVENT

a. The Chairman advised that a joint event had been discussed with the Village Hall Committee, who had suggested the Parish Council may wish to support the choir at Christmas. This was considered but declined by the Parish Council who felt an event that could be offered to the whole community was more appropriate. It was agreed that it was too late to hold an event in 2019. Clerk to bring this back to a future meeting for further consideration. Clerk suggested September, which was agreed.

Action – Clerk.

42/19 PLAYING FIELD

a. Inspection report for April to follow from Cllr Mrs B Smith

b. The Chairman advised that the Clerk had carried out a quarterly inspection and that the condition of the small multi play slide/climbing frame paint work was looking dirty, as per previous report in October 2018 – this was noted. Clerk commented on the wooden cycle rack, as donated by the Rangers, which was becoming increasingly rotten. Clerk advised this had been donated in 2012 and perhaps it had now reached the end of its life. It was agreed that the Clerk approach the Ranger Service to see if they would make a further donation and remove the current item.

Action – Clerk.

43/19 COMMUNITY CONNECTORS

a. Cllr Mrs L Smith provided a verbal update on the Community Connectors following a meeting that took place with the volunteer Connector from the village, who has a wealth of information but is struggling to get this out into the community. It was agreed that the Parish Council wish to support this project and Cllr Finlay commented on how useful this would be for the village. An article will be included in the May Paperchase and leaflets displayed in the Post Office, subject to agreement, as well as the Church. Clerk advised Cllrs of information produced, by WI, for new residents to the village which has recently come to her attention, perhaps an article could be included in a future edition. All Cllrs confirmed their agreement.

Action – Clerk.

44/19 DEFIBRILLATOR MONITORING

a. Cllr Miss Perry informed the Council that everything is fine with the defibrillator and that she is carrying out the monitoring and keeping a record of checks by completing the paperwork provided by AEDonate. The inside of the phone kiosk is full of leaves, she hopes to clean it out in due course.

45/19 CLERKS REPORT

Clerk provided an update to the report that had been previously provided to all Cllrs, as follows:

a. **Brook Lane** – Cllr Middleton believes that a site visit by the Rights of Way Officer is necessary.

Action – Clerk.

b. **White marker posts on Pool Lane** – Clerk advised the Council that 2 responses have been received so far. Further update will be provided at a future meeting.

Action – Clerk.

46/19 CODE OF CONDUCT

a. All Cllrs agreed to accept and adopt the updated Code of Conduct. This will be formally issued to all Cllrs, after the elections have been completed.

Action – Clerk.

47/19 STANDING ITEMS

a. **Developing a Community Based Approach** – Cllr Goff provided an update to the Council on the proposed Application for the purchase of Vehicle Activated Speed Signs for the village. This was fully discussed by all Councillors, Cllr Goff advised that if the application was successful a contribution from the Parish Council would be required and that 4 sites would be necessary for the signs to be installed. 2 already exist and a further 2 sites would need to be agreed. All Cllrs confirmed their support for the Application to be submitted. The Cllrs decided that battery operated signs as oppose to solar power would be the best option given the number of trees in the village and the majority of Cllrs voted for the Mini 300 Speed Display Sign. Cllr Goff and the Clerk to proceed with submitting the Application.

Action – Cllr Goff and Clerk.

b. **Village Hall** – Chairman advised that the finances of the Village Hall continue to improve. Regarding representation from the Parish Council, the Village Hall Committee have suggested that the Parish Council can also take up one of the places of the organisations who are no longer in existence, eg the Brocton Gentlemen. Matter to be considered further by the Parish Council, following receipt and consideration of the report to be provided Clerk and Chairman.

Action – Clerk and Chairman

c. **Cannock Chase** – no update.

48/19 FINANCE

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

Paid to:	Details:	Net Amount	VAT	Total Paid
Salary and expenses	Period covered 1 – 31 March 2019	£395.10	£1.33	£396.43
Signs 2000	Sticker sign for play park	£10.00	£2.00	£12.00
Staffordshire Parish Councils Association	Annual subscription 2019/20	£204.00	Nil	£204.00

b. External Limited Assurance Review – Clerk advised Councillors that in accordance with the Transparency Code for Smaller Authorities the Parish Council is eligible to certify itself as exempt from a limited assurance review. All Councillors confirmed their agreement to this certification, which must be signed by the Chairman and Responsible Financial Officer. Clerk advised the Council that this certification certificate must be submitted to Mazarrs, who are the appointed external auditors.

Action – Chairman and Clerk.

49/19 – TO RECEIVE CORRESPONDENCE

a. To receive invitation to Clay Pigeon Shoot for Mayor’s Charity Appeal 2018/19. This was noted and Clerk to email details to Councillors.

Action – Clerk.

Other items raised by Councillors

i. Cllr Middleton informed Parish Council of his decision not to put forward his nomination as Councillor. The Chairman thanked Cllr Middleton for all his support and advice during his time on the Council, it was acknowledged that his Highways knowledge will be missed. We will be sorry to see you go as you were always a useful asset to the Parish Council.

ii. The Chairman expressed his thanks to both Cllr Finlay and Cllr Lee, who are retiring and stepping down, respectively. Both have served the Council for many years. The support from Cllr Finlay has been invaluable to the Parish Council and he will be sorely missed. The contribution from Cllr Lee, on a local level, has been very beneficial to the effectiveness of the Parish Council and again, he will be missed.

We wish them all well.

There being no further business the Chairman closed the meeting closed at 9.25 pm