

MINUTES of Meeting of Brocton Parish Council held at Village Hall, Old Acre Lane, Brocton on Wednesday, 4 March 2020 commencing at 7.30 pm.

Present: Cllrs: Mr R Bates (Chairman), Mrs L Smith (Vice Chairman), Miss J Perry, Mrs B Smith and A Kenny (arrived at 8.05pm).
Cllr A Cooper (SBC).

25/20 APOLOGIES: Cllr J Francis (SCC).

26/20 PUBLIC OPEN SESSION

The Chairman adjourned the meeting and declared the public session open. No members of the public were present. The Chairman closed the public session and resumed the meeting.

27/20 DECLARATION OF INTERESTS There were no declarations of interest.

28/20 REQUESTS FOR DISPENSATIONS UNDER THE LOCALISM ACT 2011 There were no dispensation requests.

29/20 MINUTES Minutes of the Meeting held on 4 February 2020 were approved and signed as a correct record.

30/20 MATTERS TO BE UPDATED from previous meeting

a. 2/20 (1) – red reflectors on Pool Lane marker posts. It was noted that SCC have replaced the red offside reflectors on Pool Lane with white reflectors.

b. 7/20a – weight restriction. Clerk advised this matter will be raised at the next meeting of the Trent Valley Collaboration Group on 29 April 2020, in Brocton. Cllr Mrs L Smith confirmed her availability to attend.

c. 16/20a – Civic Amenity Visits. Clerk confirmed dates have now been agreed with SBC and details have been added to the Parish Council website and displayed in the Parish Notice Boards.

174/19a – SCC response to surface condition of Brook Lane. Chairman advised that SCC Officers would be willing to attend a site meeting with residents to discuss concerns, if required. All Cllrs confirmed their agreement to a meeting being offered to residents of Brook Lane and requested Clerk to facilitate.

Action – Clerk.

31/20 REPORT FROM COUNTY COUNCILLOR

a. None received, SCC Councillor not present at meeting.

32/20 REPORT FROM BOROUGH COUNCILLOR

Cllr Cooper provided the following update:

a. Economic Development – looking at town centre planning; Eccleshall show; Staffs Fest, as some examples.

b. Full Council have met and received nominations for Mayor.

c. Community and Wellbeing meeting has taken place and concerns have been raised regarding a lack of focus on adult suicide.

33/20 PLANNING APPLICATION

a. 19/31376/HOU – Brocton Holme, Pool Lane, Brocton. Single storey rear extension, partial infill between 2 gables, materials used and design will be traditional, with tiles to match and timber frame with glass infill, to provide family sun-room with garden access.

No objections or comments made. Clerk to inform SBC accordingly.

Action – Clerk.

34/20 PLAYING FIELD

a. Inspection report for February received. Chairman noted comments about holes in perimeter hedge and suggested further posts be added into the gaps. Clerk to enquire if the park volunteer will support the Chairman with this work.

Action – Clerk and Chairman.

b. Dead deer was reported by resident in overgrown area of park. Clerk to contact Rangers for removal.

Action – Clerk.

35/20 NEW STYLE PAPERCHASE

a. Cllrs discussed the costs of moving the production/printing of the Paperchase to Benhill Press and felt the costs were rather high. Cllr Mrs B Smith offered to review the production before any final decisions were made. It was resolved that the Clerk provide a previous version of the Paperchase for Cllr Mrs B Smith to work on, which will be shared with Cllrs in due course for consideration. Clerk will also establish if current printers can produce the existing copy on a glossier style paper and what the costs would be.

Action – Clerk and Cllr Mrs B Smith.

36/20 MARKER POSTS ON POOL LANE

a. Installation of red reflectors is covered in item 30/20a.

b. Cllrs discussed the installation of additional posts along Pool Lane to cover gaps, following requests received from 2 residents for posts outside their properties. It was resolved that the Clerk will investigate the costs associated with the purchase of additional posts and update the Cllrs accordingly. Residents to be informed accordingly.

Action – Clerk.

37/20 CLERKS REPORT

a. Re-profiling and re-seeding of grass verges will be reviewed once the costs of the additional marker posts for Pool Lane are known. TGM will provide a cost for this work.

b. Community bus service – Cllrs confirmed their agreement for the Clerk to meet with the Chief Executive of Community Transport to explore options available and provide an update to full Council in due course.

Action – Clerk.

c. Grant from Community Foundation will still be paid to the Parish Council for VE Day celebrations.

d. Barrier at Brook Lane has now been repaired. Update on speed sign is still being sought.

Action – Clerk.

e. Membership of Support Staffordshire is being progressed. Update will be provided to full Council in due course.

Action – Clerk.

f. Costs for purchase/supply of cradle swing seat provided. Cllrs approved the purchase and fit of the swing seat by Wicksteed, to ensure insurance cover remains in place. Cost is £260.00.

Action – Clerk.

g. Meeting with Dementia Outreach Manager will take place on 26 March, update will follow.

Action – Clerk.

h. Brocton Post Office. Cllrs discussed the use of the empty space at the Post Office, following the closure of the shop. Cllrs did not feel that the Parish Council could use the space, however, it was acknowledged that it would be useful to explore if it could be used for the benefit of the community. It was resolved that the Clerk will discuss this further with the owners of the Post Office.

Action – Clerk.

38/20 REFURBISHMENT OF VILLAGE GREEN PHONE KIOSK

a. Clerk provided an update to the Cllrs following recent discussions with the Book Swop volunteer. Cllrs agreed to the volunteer 'dressing' the phone kiosk, installing books and working towards an opening of the Book Swop before Easter, suitable mat for floor to be purchased. Opening will be publicised in the next Paperchase. Clerk to explore if books could be donated to Post Office, in the first instance, which the volunteer has agreed to collect.

Action – Clerk and volunteer.

39/20 STANDING ITEMS

a. Community Based Approach – VAS Signs. Cllrs discussed the invoice from JPCS and expressed their disappointment at the labour charges being levied by the company, when the installation of the 2nd ground screw has not been completed. It was resolved to raise the matter with Cllr Francis for his advice and support. Clerk will also request an extension to the 30 days payment terms, whilst this advice is sought/received.

Action – Clerk.

b. Village Hall – recent events have been successful. Chairman provided an update regarding the Playgroup, which due to falling numbers may have to close. An extra ordinary meeting will be held to determine the future of the Playgroup.

c. Cannock Chase – No update.

40/20 COMMUNITY EVENTS

a. Chairman advised that the Village Hall Committee have agreed to be responsible for the arrangement of the Temporary Event Licence required for the VE Day celebrations. They will also arrange to operate the bar on the day and will support with food preparation, if required. The Parish Council will be responsible for the film licence. After further discussion it was agreed to progress arrangements outside of the Council meeting and provide an update of progress to the April meeting. Clerk, Chairman and Cllr Mrs B Smith to meet on 10 March 2020 and assign responsibilities to Cllrs/VH Committee accordingly.

Action – Chairman, Clerk and Cllr Mrs B Smith.

41/20 COUNCILLORS ITEMS

a. Spring Litter Pick will take place on Sunday, 5 April 2020, at 9.30am. Meeting place will be the speed camera near the Chetwynd Arms. Clerk to inform volunteers accordingly and display notices in Parish Council Notice Boards and add to the website.

Action – Clerk.

42/20 FINANCE

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

Paid to:	Details:	Net Amount	VAT	Total Paid
Clerks salary and expenses	Period covered 1 – 29 February 2020 Includes additional hours for CiLCA training	£477.06	£1.33	£478.39
Clerks salary and expenses	Period covered 1 – 31 March 2020 Includes additional hours for CiLCA training	£453.41	£0.74	£454.15
Staffordshire Parish Councils Association	Membership renewal for 2020/21	£204.00	Nil	£204.00
Staffordshire Parish Councils Association	Local Councillor training	£20.00	Nil	£20.00
HMRC	PAYE for the period 6.2.2020 – 5.3.2020	£108.20	Nil	£108.20
Support Staffordshire	2020/21 membership fee	£25.00	Nil	£25.00
Stafford Borough Council	February Paperchase	£61.26	Nil	£61.26
Stafford Borough Council	2019 Election re-charges	£118.59	Nil	£118.59

b. Membership of SPCA and NALC for 2020/21 was approved.

43/20 – TO RECEIVE CORRESPONDENCE

a. Invitation to Planning training event at Yarnfield. This was noted.

b. Staffordshire Fire & Rescue Service Safety Plan 2020-2040 Consultation. This was noted. Clerk to submit comment stating more machines should be based in the centre, as Stafford is the County town.

Action – Clerk.

c. Plan for Stafford Borough – Draft Biodiversity Supplementary Planning Consultation Document. This was noted.

d. Update from SCC on Highway Grass cutting funding and weed control programmes for 2020-21. This was noted.

44/20 – AGENDA ITEMS FOR NEXT MEETING.

The following items will be added to the next Agenda:

- Christmas community event.

Action – Clerk

There being no further business the Chairman closed the meeting closed at 9.35pm