



Croxden Parish Council Meeting Minutes
www.croxdenparishcouncil.org.uk

Minutes of a meeting held on Wednesday 8th September 2021, at the Abbey Room, St Giles Church, Croxden ST14 5JG The meeting commenced at 7.15pm.

Present: Cllr Bean, Cllr Hall, Cllr Hemingway, Cllr James and Mrs Gibson (Clerk).

21.09.001 APOLOGIES AND APPROVAL OF ABSENCES – Cllr Brandrick

21.09.002 TO RECEIVE DECLARATIONS OF INTERESTS AND TO CONSIDER REQUESTS FOR DISPENSATIONS. NONE

21.09.003 TO RESOLVE THAT THE MINUTES OF A PARISH MEETING HELD ON 14th July 2021 ARE A CORRECT RECORD. - RESOLVED

21.09.004 PUBLIC PARTICIPATION* None.

21.09.005 TO RECEIVE AN UPDATE ABOUT PROGRESS OF RESOLUTIONS FROM PREVIOUS MEETING

BULB PLANTING PROJECT – CONSIDER DONATION AND UPDATE ON PLANTING

Clerk order 900 Mixed Daffodils Bulbs and 2000 crocus bulbs from Boston Bulbs. (bostonbulbswholesale.co.uk)

Resident provided £100 Donation towards project. Councillors discussed and RESOLVED to order further Daffodils and Crocus. Clerk to action. Thank You email sent to resident. Site Visit confirmed for Monday 13th September 2021 at 6pm. All residents who responded by email to the questionnaire were invited. Councillors and Residents will mark a map to show where planting will take place. Clerk to confirm with SCC on permissions. Planting date will be arranged once Daffodils and Crocus arrive.

CROXDEN VILLAGE SIGN - UPDATE

Staffordshire County Council have confirmed they will fund the installation of the Croxden sign. It will be located on Keelings Lane, at the junction of Hollington Road, Croxden. Councillors RESOLVED to write a Thank You letter to Cllr Atkins, Staffordshire County Council for funding the project.

SPEED LIMIT REDUCTION HOLLINGTON ROAD, CROXDEN – UPDATE

Cllr Bean, Chair, sent a letter to Cllr Atkins and Cllr Williams, requesting further consideration regarding speed reduction from 60 mph to 40mph in light of JCB support for this request. No response received. Councillors RESOLVED to send a follow up letter in October.

STILE/FOOTPATH REPAIR – DISCUSS LOCATIONS AND CONFIRM REPAIRS

Councillors reviewed Budget for Stile Repairs and RESOLVED to repair the following stiles by March 2022.

Footpath: 31 – Hollington Road, Croxden



Croxden Parish Council Meeting Minutes
www.croxdenparishcouncil.org.uk

Footpath: 34 – Rectory Road, Hollington.

21.09.006 **FIRST RESPONDER SERVICE FOR THE TOWN AND SURROUNDING AREAS –
CONSIDER AND APPROVE ACTIONS**

Uttoxeter Town Council sent letters regarding First Responder service being removed by West Midlands Ambulance Service from Fox Biscuits site. Councillors RESOLVED to write to West Midlands to request an explanation on how service will be maintained within the Parish, now the Fox Biscuit Hub has been closed.

21.09.007 **BOLLARDS BY CHURCH – DISCUSS AND MAKE RECOMMENDATIONS**

Councillors discussed the new wood bollards on the corner by St Giles Church. Councillors RESOLVED to request bollards moved from current position to closer to hedge, as area used as a pull in for cars and tractors on the blind bend.

Several residents had contacted the Parish Council to request a review of the current location of bollards with concerns about the potential for accidents if pull in not available to traffic. Clerk to contact Staffordshire County Council with the request.

21.09.008 **GREATGATE – VOLUME OF TRAFFIC AND ROAD SIGNAGE– DISCUSS AND APPROVE
RECOMMENDATIONS TO STAFFORDSHIRE COUNTY COUNCIL.**

Councillors discussed residents request for a traffic count in Greatgate, as the volume of traffic has increased. Councillors discussed the need for better road signage from Greatgate towards Alton.

Councillors RESOLVED to request a traffic count for Easter 2022 and to request a traffic management inspection regarding signage on the road.

21.09.009 **SATELLITE NAVIGATION TO ALTON TOWERS – CONSIDER REQUEST FOR WORKING
GROUP BY NEIGHBOURING PARISH COUNCIL.**

Councillors discussed a request from Farley Parish Council to create a Working Group with all neighbouring Parish Councils to discuss the Satellite navigation problems to Alton Towers. Councillors RESOLVED to join the Working Group and Cllr James and Hall will represent the Council.

21.09.0010 **BUDGET – DISCUSS SPEND TO DATE AND CONSIDER ITEMS FOR INCLUSION IN 2022 -
2023 BUDGET**

Councillors discussed this year's budget and reviewed the spend to date.

Confirmed virement of funds from Village Sign budget to Defibrillator project. Confirmed 2 footpath stiles to be repaired by December. Confirmed virement of funds from Lengthsman to bulb planting project. Confirmed to continue with SJL Landscape contract until 2023 and then review, but to increase Wildflower circle on Greatgate.

Councillors RESOLVED to ensure all projects are reviewed again before the end of the financial year.



Croxden Parish Council Meeting Minutes
www.croxdenparishcouncil.org.uk

Councillors will send new projects ideas to the Clerk, in order that quotes can be considered for next year's budget. The budget for 2022-2023 will be discussed and resolved in November Meeting. Project ideas included Map Case for Footpath Map to be located on Greatgate and a Wildlife Map case - Quote for one A1 map case quote considered £633.60 + £264 +VAT plus installation.

21.09.0011 **TO CONSIDER PLANNING APPLICATIONS, RECEIVE PLANNING DECISIONS AND REVIEW COUNCIL COMMENT ON PREVIOUS APPLICATION:**

PREVIOUS APPLICATION Comments:

Councillors reviewed all comments sent to ESBC regarding:

P/2018/00942 – Agricultural Building, Croxden Lane, Croxden

P/2017/01591 - Agricultural Building, Croxden Lane, Croxden, ST14 5JG - Conversion of existing agricultural building to form dwelling, erection of detached garage and woodstore and change of use of agricultural land to domestic garden.

P/2020/00833 – Discharge of condition 5 of planning permission P/2017/01591

P/2020/01106 - Discharge of Condition number 6 of planning permission P/2017/01591 relating to the conversion of existing agricultural building to form dwelling, erection of detached garage and woodstore and change of use of agricultural land to domestic garden. *Councillors noted that the Parish Council has not received from ESBC any of the discharge of conditions applications in relation to this conversion. The Clerk will request an update on procedure for discharge of conditions.*

NEW

P/2021/00545 - Barn adjacent to Croxden Farm ST14 5FB - Conversion and alterations to agricultural building to form holiday let and formation of vehicular access – No comments were sent to ESBC

P/2021/00998 - Croxden Abbey Croxden Lane Croxden ST14 5JG - Application under Section 73 of the Town and Country Planning Act 1990 for a Minor Material Amendment to **P/2019/00940** relating to the erection of gates, re-surfacing of existing driveway and hard standing areas and extension to parking area to amend condition 2 in respect of plan showing site boundary – No comments were sent to ESBC.

P/2021/01000 - Croxden Abbey Croxden Lane Croxden ST14 5JG - Listed Building Consent for internal and external works including removal of the internal porch, replacement of main entrance door, wall lights to the front elevation, new vehicle access gate (including new electric cable route to it from the house) and new pedestrian access and gate to the adjacent meadow – No comments were sent to ESBC.

DECISIONS

P/2020/00798 - Field Head Farm Combridge Lane Combridge ST14 5JA - Continued use of land for glamping and retention of existing welfare pods and septic tank, and continued use



Croxden Parish Council Meeting Minutes
www.croxdenparishcouncil.org.uk

of building as a function room and honesty shop with associated courtyard space and car parking – PERMITS

P/2021/00757 - 2 Brookside Cottage Alton Lane Greatgate ST10 4HF - Erection of a two storey side extension and part single and two storey rear extension – PERMITS

P/2021/00259 - Beamhurst Uttoxeter Staffordshire ST14 5ED - Replacement of 24 poles and 1800m of conductor - PERMITS

21.09.0012 TO RECEIVE ORAL REPORT FROM BOROUGH/COUNTY COUNCILLOR - None

21.09.0013 FINANCE – TO CONSIDER & AUTHORISE PAYMENTS OF LIST BELOW AND RECEIVE FINANCE UPDATE

HMRC provided new tax code to Clerk – 29.07.2021

Bulb Project - £100 donation from resident received 05.08.2021

Cheque 17/075 sign in between meetings to secure order.

Zoom Refund – Clerk paid into Croxden PC Account the refund received due to annual license cancellation – 05.08.2021

REF/CHEQUE	ITEM	AMOUNT
16/SO	Parish Administration – August	£195.87
17/075	The Boston Bulb Company – 900 Daffs, 2000 Crocus	£166.56 (£27.76 VAT)
18/076	SJL Landscapes – August	£56.40 (£9.40 VAT)
19/SO	Parish Council Administration – September	£195.87
20/077	Mrs VRE Gibson – Refund for printer ink	£34.99
21/078	St Giles Church – Meeting Room rent	£60
22/079	Mrs VRE Gibson – Clerk expenses (2 months)– includes paper	£13
Invoice received after Agenda issued		
23/080	SJL Landscapes – September	£56.40 (£9.40 VAT)
RECEIVED		
No4	Bulb Project Donation – resident	£100
No5	Zoom refund	£54.24
BALANCE		
Lloyds Bank	8 th August 2021	£3,338.22

21.09.0014 CORRESPONDENCE

Uttoxeter Master Plan press release (<https://www.eaststaffsbc.gov.uk/es-news/east-staffordshire-borough-council-launches-next-phase-consultation-utttoxeter-masterplan>). The



Croxden Parish Council Meeting Minutes
www.croxdenparishcouncil.org.uk

survey on ESBC website <https://www.eaststaffsbc.gov.uk/burton-town-regeneration-programme/regeneration/uttometer-masterplan>

Parish ESBC Forum – email inviting Councillors to attend the ESBC Forum - the first meeting will be held on Thursday 12th August, commencing at 6:30pm.

Coronavirus – Information for Parish and Town Councils – SPCA Bulletin 22nd July 2021 - The Prime Minister confirmed on 12th July that Step 4 of the Roadmap was to proceed as planned on Monday 19th July. This means most legal limits on social contact have now been removed. There are no longer any limits on gatherings inside and outside and on social distancing. However, as Covid-19 cases continue to rise the government is urging caution and personal responsibility.

Tesco Community Grants - The application form as well as further guidance information can be found online: <https://tescocommunitygrants.org.uk/apply-for-a-grant/> - put on website and FB page.

Burton on Trent High Street consultation –passed to Councillors – 02.08.2021 - more information: <https://eaststaffsbc.gov.uk/burton-town-regeneration-programme/regeneration/towns-fund/project-d>

Chair of Outwoods PC and Horninglow and Eton PC inviting Councillors to join a Parish Group – Councillors discussed and RESOLVED to attend ESBC Parish Forum.

OS 2021 Annual Perception Study - Thank-you for your valued participation.

Code of Conduct – East Staffordshire Borough Council held on Monday 28th June 2021, the Council agreed to amend the Code of Conduct for Councillors. The report which was submitted to this meeting and the amended Code of Conduct document (with tracked changes) can be accessed by clicking the following link:

<http://www.eaststaffsbc.gov.uk/council-democracy/committees/council/2021-06-28-000000> (item 8 appendix 3 & 4 refers). The updated Code of Conduct is available to view online: <https://www.eaststaffsbc.gov.uk/council-democracy/constitution/part-5>

Community Fund 2021 is now live until the end of October, and applicants can see the detail and apply at www.staffordshire.gov.uk/2021CommunityFund

Councillors' Use of Private email Addresses – SPCA Bulletin 14.07.2021

St Giles Church, thank you card for £30 donation from Council for hospitality at Garden Event – 05.08.2021

Kate Griffiths MP letter in reply to Councillors concerns about Bounty Commission proposed Ward name – “As MP for the wards you mention, I would not feel comfortable supporting changes that affect a number of parishes without first speaking to them. As such, it is better for individual parishes to respond to the consultation and all concerns and wishes can be taken into consideration by the Commission.” Forwarded to Councillors 05.08.2021

NALC levelling up the environment through biodiversity net gain, taking place on 27 October 2021 on line – details sent to Councillors 05.08.2021

https://www.eventbrite.co.uk/e/levelling-up-the-environment-through-biodiversity-net-gain-tickets-164110257197?aff=MAILCHIMP&mc_eid=25032487e2&mc_cid=c7d09cd471

Insurance and Accounting for Councils - detailed guide to the different types of insurance available to local councils and provides valuable insight into keeping council accounts. –



Croxden Parish Council Meeting Minutes
www.croxdenparishcouncil.org.uk

SPCA bulletin 05.08.2021

Supportive Communities training. - sessions run from September onwards. Each session lasts for 1 hour and all sessions are free to attend. SPCA bulletin 05.08.2021 To book, visit: <https://www.supportstaffordshire.org.uk/events/upcoming-training>

Staffordshire Commissioner's Office for Police, Fire & Rescue and Crime – email received giving details on how Parish Councils can get in touch – 09.08.2021

Coronavirus COVID-19 Briefings received from Cllr Atkins

Future Communities 2021 (NALC), taking place on 2 December 2021, will focus on why local (parish and town) councils are pivotal to building back stronger and better and shaping thriving, resilient future communities.

Coronavirus COVID 19 – The rules around self-isolation can be found at www.gov.uk/coronavirus and are on council website 16.08.2021.

Heavy Goods Signage – resident requested that the heavy goods signage be reviewed within the parish along Hollington Road towards Tean, starting at JCB. Councillors RESOLVED for Clerk to contact Staffordshire County Council.

Weak Bridges – resident requested that a review of the 3 bridges on Hollington Road be surveyed to see if they can accommodate heavy goods lorries. Lorries are using this route to get to Tean. Councillors RESOLVED for Clerk to contact Staffordshire County Council.

Covid Vaccines – 16-18yrs olds – information on website 24.08.2021

Staffordshire & Stoke-on-Trent CCGs - Primary Care Access Councillor Meeting - Monday 6th September – Zoom link provided

LGA report on principal councils working with local councils - The report presents a framework for principal councils looking to support local (parish and town) councils to play an increased role in local service delivery and place-shaping. SPCA Bulletin 26.08.2021

Beamhurst – speeding traffic, road markings, loose manhole cover, tarmac pathway – email from resident to Council. Councillors RESOLVED to support the traffic count being requested by residents to SCC and to advise to report concerns on speeding to Staffordshire Safer Roads <https://staffssaferroads.co.uk/> and Cllr James will report manhole covers that are loose, road markings and signage issues.

Councillors discussed the noise levels from the A50 and Clerk to direct residents to Uttoxeter Town Council, as within their Parish.

Councillors discussed the footpath in Beamhurst (A522) and Clerk will report to SCC and request the grass is cleared from the tarmac path (Watery Lane to Beamhurst Hall)

Ambulance Service – Beamhurst – email from resident updating council on length of time for ambulance to attend patients in area. Clerk to advise resident of letter being sent to Ambulance service – Minute Reference above: 21.09.006

Vacant Seat Scheme – SCC –rural School Transport Action Group regarding the future of the Temporary Vacant Seat Scheme in Staffordshire. - Parents whose children are or will be affected can make their views known in the consultation -

<https://forms.office.com/Pages/ResponsePage.aspx?id=TdGsJLuS1kS7qO2z0DgTzQRheX-UskdNoi7nzHHJNWNUMVRLMjVMS0pKNVQzMjEjVOMwV1owV1IDWS4u>



Croxden Parish Council Meeting Minutes
www.croxdenparishcouncil.org.uk

21.09.0015 **CLERK REPORT**

Freedom of Parish – presented to Mrs Kent and press release sent to Echo and Uttoxeter Voice Magazine 19.07.2021 – appeared Echo on page 3 on 21.07.2021

Bank Reconciliation- spreadsheet sent to Councillors 19.07.2021

JCB Golf Event – thank you letter – sent 22.07.2021

Queen’s Platinum Jubilee Beacon - 2nd June 2022 – details sent to Bruno Peek

<https://www.queensjubileebeacons.com/guide>

Annual Meeting – SPCA confirmed dates 31st March – 1st June – Councillors advised cannot combine with Beacon event.

NALC salary update – SPCA bulletin 12th August 2021 - The National Employers have made a final offer to trades unions on this year's pay claim, which includes: With effect from 1st April 2021, an increase of 2.75 per cent on NJC pay point 1. With effect from 1st April 2021, an increase of 1.75 per cent on all NJC pay points 2 and above.

<https://www.local.gov.uk/national-employers-local-government-services-local-government-pay-july-2021>

21.09.0016 **COUNCILLORS REPORTS (information only)**

Croxden Abbey Room – Clerk to find out about refurbishment – as per previous minute.

Map Case – Greatgate Village Green – consider as project for next budget

Dementia Day Centre – Clerk to gain an update to ensure Parish website has correct details.

DATE OF NEXT MEETING:

The Next Parish Council meeting will be held on 10th November 2021 at 7pm. The meeting was formally closed at 20.59

Signed.....