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Minutes of a meeting held on Wednesday 11<sup>th</sup> March 2020, at the Abbey Room, St Giles Church, Croxden ST14 5JG. The meeting commenced at 7.04pm.

Present: Mrs Kent, Mrs Hemingway, Mr Bean, Mr Hall, Mr Brandrick and guests Mrs Hawksworth, Mrs Shevlin and Clerk.

20.03.001 APOLOGIES AND APPROVAL OF ABSENCES – Cllr Whittaker (Borough)

20.03.002 TO RECEIVE DECLARATIONS OF INTERESTS AND TO CONSIDER REQUESTS FOR DISPENSATIONS.

Cllr Hemingway - Bridleway – application for upgrade URPC Bridleway ref: 69.46.55

Cllr Kent – P/2019/01070 – planning application.

20.03.003 TO RESOLVE THAT THE MINUTES OF PARISH MEETING HELD ON 08.01.2020 ARE A CORRECT RECORD – RESOLVED.

20.03.004 VE Day Commemorations – update on arrangements for 8<sup>th</sup> May 2020

Mrs Hawksworth and Mrs Shevlin outlined the St Giles Church plans for the weekend event, but shortly after the Parish Council meeting, it was decided **this event had to be cancelled due to Coronavirus – Covid 19.**

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

#### **Checkley & Croxden WORKING GROUP - Update REPORT**

Meeting took place on 5<sup>th</sup> Feb – Petition of 204 Checkley PC signatures were sent to Cllr Atkins.

A letter will be drafted to the Staffordshire County Council Councillor for Highways.

Clerk to ensure list of all councils that are supporting the speed reduction are provided to the group.

#### **Speed Limit Reduction – National – SPCA motion to NALC Policy Committee for parliament briefing- update**

A letter was sent letter to Kate Griffiths, Cllr Atkins, SPCA and NALC Policy Committee, highlighting the motion about a request for a national speed limit reduction on all roads without white lines from 60mph to 40mph, so that Speed Watch Team can operate.

SPCA met on 2<sup>nd</sup> March and decided to discuss the wording of the motion further and will not submit to NALC Policy Team at present.

Clerk requested criteria from speed limit reductions within Staffordshire from Cllr Atkins – Staffordshire County Council. 17.02.20. copied Kate Griffiths MP into letter.

Councillors RESOLVED to approach NALC and ask for guidance on wording of the motion.

#### **WW1 Bench and Waste Bin Project – Funding update**

The Council has been awarded a grant from The Tarmac Limited Landfill Communities Fund of £1,111.34, with a contribution from the Parish Council of £111.13. Councillors RESOLVED



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to contribute.

Councillors RESOLVED to not install the waste bin, due to concerns for wildlife in the area and RESOLVED to delegate to the Clerk to find a silent solidier statue for the installation instead. Two quotes to be obtained before purchase. Budget is limited to £400.

#### **PARISH COUNCIL LAPTOP**

Clerk researched laptops for the Parish Council and sent three options to the Councillors. RESOLVED to purchase the HP 14-CM0038NA for £229 which comes with one-year Office 365. Clerk to budget for license for Office 365 for next year

#### **20.03.06 CLERK REPORT**

Highways Log updated and put onto website 20.01.2020, new highways log updated and sent to Councillors 02.03.2020.

Clerk purchased two draw filing cabinet from Barnardo's charity shop for Council. Pumping Station – Greatgate – water levels. Clerk requested contact details to report the low flow of the brook.

Annual Leave Policy – received in SPCA bulletin 20.02.2020 – Councillors need to review for May 2020 meeting.

Carol Concert – clerk emailed Rev. Liz Jones with all details.

Clerk invited Mrs Griffiths MP to address the Annual Meeting on 13<sup>th</sup> May 2020 at 7pm, unfortunately she is unable to attend. Clerk to invite either a Climate Change Councillors or a Dementia Care expert to address the meeting.

Clerk requested more chatter for the layby on Keelings Lane to be delivered.

Clerk carried out a site visit at Greatgate ford with WH Durose, Lengthsman, as water on road. The ditch in field is full and water cannot flow freely. Clerk to contact landowner.

**20.03.07 PUBLIC PARTICIPATION** – addressed meeting in VE Day section.

**20.03.08 TO CONSIDER PLANNING APPLICATIONS AND RECEIVE PLANNING DECISIONS:**

#### **NEW:**

**Quarry Application No. SM.19/12/115** M under paragraph 5 of schedule 14 to the Environment Act 1995 for postponement of review date relating to permissions SM.05/10/115 M, SM.04/25/115 M, SM.04/26/115 M and SM.04/27/115 M at Redstone Quarry, Hollington.

<https://apps2.staffordshire.gov.uk/scc/cpland/Details.aspx?applicationID=137502>

Comments sent 30.01.2020: Croxden Parish Council would like to comment the following: This quarry does seem to be well run (boundaries are well maintained, signage good, not seeing lots of incoming traffic etc), quarries are part of the heritage of the area and it does provide local skilled employment so the Parish Council see no reason to object to the request.

**P/2019/00940** - Croxden Abbey Croxden Lane Croxden ST14 5JF - Erection of gates, re-surfacing of existing driveway and hard standing areas and extension to parking area – comments to be added: No objection provided gate remains height of wall.

**P/2019/00942** - Croxden Abbey Croxden Lane Croxden ST14 5JF- Listed Building



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Consent for internal and external works to include the installation of gates, new entrance to garden room, wall lights, replacement main door and removal of internal porch – comments to be added: no objection provided that gate remains height of wall.

**Bridleway** – application for upgrade URPC 69,46.55 – Councillors reviewed the request and have no comment on the proposal.

**DECISIONS:**

**P/2019/01406** - Smalley Farm Nabb Lane Rocester ST14 5JB-Retention of extension to shed, biomass boiler, and flue – PERMITS

**P/2019/01070** - Abbey View Farm Keelings Lane Croxden ST14 5JF - Application under Section 73 of the Town and Country Planning Act 1990 for the change of use of agricultural buildings to live/work unit, dependant relative accommodation and a holiday let unit without complying with Condition 8 of planning permission CU/21324/003 relating to occupation of the holiday let as a dwelling – PERMITS

**20.03.09 TO RECEIVE ORAL REPORT FROM BOROUGH/COUNTY COUNCILLOR** - None.

**20.03.10 FINANCE – TO CONSIDER & AUTHORISE PAYMENTS OF LIST BELOW:**

**All payments below were approved for payment.**

Clerk confirmed that Parish Council bank account No 543 has been moved from NATWEST to LLOYDS. Clerk to add Cllr Hemingway, Cllr Brandrick, Cllr Hall to signature by next meeting. Clerk will ensure accounts No: 975 and 985 are closed and funds transferred to Lloyds.

VAT refund requested but rejected as under £100, Clerk to resubmit after payments made at this meeting.

Internal Audit – Mr Jepson reviewed the accounts and advised:

Item 10 – David Sargarent Invoice had not been minuted. This cheque was approved for payment at January meeting. Clerk omitted to add it to the minutes. Clerk wage standing order should be moved to 31<sup>st</sup> of each month.

Brightpay 20/21 – clerk has purchased and will install on new laptop.

Laptop – cheque to be signed at this meeting, as clerk to buy before end of March.

Due to Bank Change on day of meeting, Councillors RESOLVED that Clerk could sign cheques: 001/005/006/007, as signatures limited to 3 per cheque and only 2

Councillors present that can sign cheques.

Ref/Cheque number	Item	Amount
33/so	Mrs VRE Gibson – February Wages	£125.41
34/so	Mrs VRE Gibson – March Wages	£125.41
35/001	Mrs VRE Gibson – refund for purchase of Filing Cabinet – 2 Drawer	£10
36/002	Uttoxeter Rural Parish Council – Planning Training	£10



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37/003	WH Durose – Repair and replace noticeboard in Parish £300 repairs £110 materials	£492 inc 82 VAT
38/004	SPCA – Annual Subs	£80
39/005	Mrs VRE Gibson – Clerks Expenses/homeworking and stamps	£18.46
40/006	Mrs VRE Gibson – Refund for Brightpay wage software	£58.80
41/007	Mrs VRE GIBSON – LAPTOP	£229
<b>RECEIVED:</b>	Date of statement:	
NATWEST AC: 975	31.01.2020	£0.21
	28.02.2020	£0.19
NATWEST AC:985	31.01.2020	£0.06
	28.02.2020	£0.05
<b>BALANCE:</b>		
Lloyds Account: Ref: 268	Transferred from NATWEST	£3,918.26
NATWEST Bank Account		Balances
Account Ref: 975	28.02.2020	£1,248
Account Ref: 985	28.02.2020	£351.09

### 20.003.011 CORRESPONDENCE

**The Staffordshire Warmer Homes initiative** - Residents can apply for this scheme if they do not already have gas central heating, claim benefits or tax credits, have low or no income, are disabled, elderly or have very young children. Residents can apply online at [www.staffordshirewarmerhomes.co.uk](http://www.staffordshirewarmerhomes.co.uk) or freephone the Staffordshire Warmer Homes team at E.ON on 0333 202 4481. Put on website 20.01.2020

**The Stoke-on-Trent and Staffordshire Local Enterprise Partnership** has announced the appointment of its new chairman. Local business leader Alun Rogers, who has been acting chairman since June 2019, is taking on the role.

**Western Power Distribution** (your electricity network) to invite you to attend one of our upcoming stakeholder workshops where your feedback will help to shape the future direction of our business. [enquiries@westernpowerworkshops.co.uk](mailto:enquiries@westernpowerworkshops.co.uk)

**NALC Lobby Day: 10th March 2020** - Our annual Lobby Day has become an important part of our engagement with Parliament over the last few years, so I'm pleased to let you know the chairman and vice-chairmen, as well as the Policy Committee (more on that below), agreed this should take place on 10th March to coincide with the meeting of National Assembly.

**Section 137 spending limit for 2020/21** - The Ministry of Housing, Communities and Local Government has advised that the appropriate sum for the purpose of section 137(4)(a) of the Local Government Act 1972 for parish and town councils in England for 2020-21 is £8.32. This is the amount that results from increasing the amount of £8.12 for 2019-2020 by the percentage increase



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in the retail index between September 2018 and September 2019, in accordance with Schedule 12B to the 1972 Act.

**Road Closure** – Croxden Lane will be closed on 6<sup>th</sup> April until 17<sup>th</sup> April for works to be carried out by Highways.

**Young Farmers Tracker race** - Sunday 26<sup>th</sup> April 2020. We are planning a Tractor Run, which will commence at 10.30 am from Springhill Farm, Breach Lane, Tean, ST10 4JL, travelling approximately 26 miles through Draycott in the Moors, Draycott Cross, Brookhouse, Cheadle High Street, Oakamoor, Cauldon Lowe, Ramshorne, Wootton, Ellastone, Denstone, Hollington, Tean and then back to Springfield Farm.

**Alton Towers** – residents ticket allocation and opening dates and hours information received for new season.

**Dementia Champion** via the Alzheimer’s Society providing Dementia Friends training on Saturday 29<sup>th</sup> February 1030-1130 at Wonderdale, Great Gate, ST10 4HF.

Councillors RESOLVED to add this facility and others in the Parish to the website.

**Alton Towers Community Surgery** – these are taking place and dates on website.

**Staffordshire Fire & Rescue Service Safety Plan 2020-2024** Consultation - Consultation on the draft Safety Plan 2020-2024 is now open and runs from February 17 until March 22, 2020.

<https://www.staffordshirefire.gov.uk/media/2567/draft-safety-plan-2020-2024.pdf>

**Highways** – advised that grass cutting will be reduced from 8 cuts per year to 6 per year. Encouraged Parish Councils to get involved with the additional cuts, if possible. Advice and guidance on how local councils can get more involved in roadside maintenance within their communities is available via [www.highwaysyourway.info](http://www.highwaysyourway.info) and from your Community Highway Engagement Officer. More information and the opportunity to make comment on the service levels defined above are available at <https://www.staffordshire.gov.uk/Highways/Weeds-Grass-Trees-Hedges/Grass.aspx>

**Flooding** - Following the damage caused by Storm Dennis across the Country the government has announced details of flood relief grants available to qualifying households and businesses that were flooded during Storm Dennis in February 2020: <https://www.gov.uk/government/news/major-package-of-support-for-storm-hit-areas>

**Coronavirus Virus** – update from Cllr Atkins about advise for our County and websites to use for correct information about the virus. Put on website. <https://www.gov.uk/government/topical-events/coronavirus-covid-19-uk-government-response>. <https://www.nhs.uk/conditions/coronavirus-covid-19/> <https://www.gov.uk/government/topical-events/coronavirus-covid-19-uk-government-response>

**Litter picking equipment** – the resident who currently carries out voluntary litter picking along Keelings Lane, Croxden, has advised we can borrow his equipment if we want too. The Chair requested the Clerk to write to the resident and thank him for his sterling efforts to keep the parish tidy.

#### 20.03.12 COUNCILLORS REPORTS (information only)

Planning Training – 28.01.2020 – Urban Vision – Cllr Hemingway attended and provided a report for the Council.

Dementia Friends – Cllr Hemingway attended a provided a report for the Council.

Footpaths – update from Cllr Hall, with 1 stile steps that need to be repaired and



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4 stiles that need replacing. Clerk to gain quote from WH Durose, Lengthsman.  
Dementia Questionnaire – Cllr Hemingway suggested answers from Council to submit.

Staffs County Council website has a report about ancient milestones in the county.

Pothole on Spond Bank has opened again, Clerk to report again.

DATE OF NEXT MEETING:

**The Next Parish Council meetings are scheduled for 13<sup>th</sup> May 2020 but we are taking advice from the Government due to Coronavirus – Covid 19**

The **Annual Meeting** will start at 7pm.

The **Parish Meeting** will start at 7.30pm.

The meeting was formally closed at 21.24 after Standing Orders were suspended and a vote to continue meeting was taken.

Signed.....