



Croxden Parish Council Meeting Minutes  
[www.croxdenparishcouncil.org.uk](http://www.croxdenparishcouncil.org.uk)

Minutes of a meeting held on Wednesday 13<sup>th</sup> July 2022, at the Abbey Room, St Giles Church, Croxden ST14 5JG. The meeting commenced at 7pm.

Present: Cllr Bean, Cllr Hall, Cllr James and the clerk.

22.07.001 APOLOGIES AND APPROVAL OF ABSENCES – Cllr Hemingway, Cllr Brandrick - Approved

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

22.07.003 TO RESOLVE THAT THE MINUTES OF PARISH MEETING HELD ON 11<sup>th</sup> May 2022 ARE A CORRECT RECORD. RESOLVED

22.07.004 TO RESOLVE THAT THE MINUTES OF THE ANNUAL MEETING HELD ON 11<sup>th</sup> May 2022 ARE A CORRECT RECORD. RESOLVED

22.07.005 PUBLIC PARTICIPATION

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

**FOOTPATH 3 AND 6 – REPAIRS UPDATE**

Councillors discussed the repairs needed and RESOLVED to repair Footpath 6 stile steps. Councillors requested Clerk to report Footpath 3 issue for crossing river/stream to Rights of Way Team.

**PARISH QUESTIONNAIRE – CONSIDER AND APPROVE**

Councillors reviewed the questionnaire and RESOLVED for it to be sent out. Councillor to deliver in first week of September, with results to be reported in November meeting. Clerk to get printing carried out by Lavins Printers, Uttoxeter.

**TRAFFIC CALMING – WORKING GROUP UPDATE**

Meeting minutes from Working Group held at Alton Towers Resort (ATR) forwarded to Councillors 23.05.2022.

Points - All Quiet Lanes have been submitted and plotted for reference. Conclusions from the transport survey, Wootton Lane and Marlpitt Lane have access only signs installed as well as a speed reduction to 20 or 30 mph. ATR will aim to fund this project once application for traffic regulation order is complete. ATR shared alterations being made to the website to give clearer directions on access to and from the Resort. Meeting agreed to pursue the traffic management project. Staffordshire County Council to be invited to next meeting. Next meeting Next meeting is Wednesday 7th September, 1pm Alton Towers Resort Conference Centre.



Croxden Parish Council Meeting Minutes  
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**MAP CASE PROJECT – CONSIDER QUOTES AND APPROVE**

Councillors considered 3 quotes as original company could not deliver until next year.

Councillors RESOLVED to accept Fitzpatrick Woolmer Single leg Musketeer recycled plastic - £1,209 +VAT.

Councillors discussed funding for project.

Council Budget for 2022-2023 was £592.60.

Alton Towers grant received is £500

Councillors RESOLVED to virement funds from Council insurance to project - £116.40, as insurance was less than budgeted figure.

Clerk to find a volunteer Graphic Designer to produce visual for map case.

Council noted that Map Case is made from recycled CD Cases.

Council RESOLVED for Clerk to send a Thank You letter to Alton Towers for the grant.

**FRIENDSHIP GROUP - UPDATE**

Frame of Reference for the Friendship Group RESOLVED.

Council to find a way to support the newly established group and bring to September meeting.

22.07.007 GENERAL PRIVACY POLICY, DISCIPLINARY POLICY, TRAINING POLICY – CONSIDER AND APPROVE

Councillors RESOLVED to adopt the three policies.

Clerk to ensure on website.

22.07.008 LOCAL COUNCIL AWARDS – FOUNDATION LEVEL – CONSIDER AND APPROVE.

Local Councils Award Scheme – Foundation.

Clerk registered interest 17.06.2022.

Councillors reviewed application form and RESOLVED for Clerk to submit form to NALC by 9<sup>th</sup> September 2022.

22.07.009 CARBON LITERACY COUNCIL STATUS – CONSIDER AND APPROVE

Cllr Hemingway attended the Carbon Literacy Training, 21st June 2022.

Councillors RESOLVED to work towards becoming a 'Carbon Literate Council'.

Councillors RESOLVED for a report to be sent to the training coordinator with starting plans for carbon reduction for Council.

Councillors discussed LED bulbs for St Giles and RESOLVED not to move forward with this idea.

Councillors discussed Recycled Mobile Phone drop off point within St Giles – RESOLVED for Clerk to approach Uttoxeter Knights and St Giles with this idea and report back to September meeting.

Councillors acknowledged the new Map Case is made from recycled plastic.



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

22.07.0010 TO CONSIDER PLANNING APPLICATIONS AND RECEIVE PLANNING DECISIONS:

NEW

**P/2022/00636** - Croxden Abbey Croxden Lane Croxden Staffordshire ST14 5JG - Listed Building Consent for the retention of a timber gazebo – No comment to be added

**P/2022/00635** - Croxden Abbey Croxden Lane Croxden Staffordshire ST14 5JG - Retention of a timber gazebo – No comment to be added

DECISIONS

**P/2022/00426** - Jeffrey Meadows Farm Nabb Lane Alton Staffordshire ST10 4AY - Prior Approval for the conversion of two agricultural buildings to form two dwellings - PERMITS

22.07.0011 TO RECEIVE ORAL REPORT FROM BOROUGH/COUNTY COUNCILLOR – None.

22.07.0012 FINANCE – TO CONSIDER & AUTHORISE PAYMENTS OF LIST BELOW AND RECEIVE FINANCE UPDATES:

AGAR (Audit) Exemption Certificate and Chairman contact details sent to Mazars – 11.05.2022

AGAR (Audit) forms onto website

AGAR Public Rights Exercise onto website - 1st June to 14th July 2022

All payments approved.

Ref/Cheque	Item	Amount
16/SO	Council Administration	£203.32
17/112	Ms James – Jubilee Stall	£7.43
18/113	Paper Cups – Refund Clerk	£15.99
19/SO	Council Administration	£203.32
20/114	WH Durose – Footpath 6 Stile repair	£120 (£20 VAT)
21/115	SJL Landscapes -grass cutting May invoice	£57.53 (£9.59 VAT)
22/116	Clerk Expenses	£14
Received after Agenda issued		
23/117	Printer Ink – refund clerk	£26.95
24/118	NALC Award Scheme Registration	£60 (inc £10 VAT)
25/119	SJL Landscapes – grass cutting June Invoice	£57.53 (£9.59 VAT)
RECEIVED		
3	Alton Towers Donation for Map Case	£500
Bank Balances		
01.07.2022	Lloyds Bank – Savings	£1,000
28.06.2022	Lloyds Bank – Current	£3,101.76



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

22.07.0013 CORRESPONDENCE

**17 items of Correspondence received.**

**Staffordshire County Council – Broadband – update received:**

The UK Gigabit Voucher scheme is part of the £5bn Project Gigabit programme which is currently underway. The voucher scheme has been paused in Staffordshire as we approach the procurement phase of the programme. This is largely to establish a steady baseline following the Open Market Review and Public Consultation exercises. These have been undertaken to establish which premises will receive the gigabit upgrades through the commercial roll out (approx. 80%) and which will be reliant on a public sector intervention (i.e. Project Gigabit). The premises in the “Final 20%” will form the Intervention Area. The expectation now for communities such as Croxden is that they should be successful through the procurement exercise and services will be upgraded through this route going forward. If after the procurement exercise, no solution has been identified, then the voucher scheme may be re-instated and initiatives such as The Fibre Community Partnership (FCP) may have a role to play. Further information can be found at the following weblinks:

BDUK Corporate Plan 2022-23 - GOV.UK ([www.gov.uk](http://www.gov.uk))

Project Gigabit Delivery Plan: winter update - GOV.UK ([www.gov.uk](http://www.gov.uk))

Project Gigabit – Building fast reliable broadband for everyone in the UK ([campaign.gov.uk](http://campaign.gov.uk))

Councillors RESOLVED to wait for list of address and for Clerk to gain a response from DCMS.

22.07.0014 CLERK REPORT

**Zurich Insurance** – informed successful appointment as insurer-11.05.2022

**Gallagher Insurance Brokers** – informed not successful 13.05.2022

**Policies** – all updated and added to website 13.05.2022

**Beamhurst Resident email** – reply about litter and bulb planted sent 16.05.2022

**WW1 Bench and Silent Soldier Profile** – Ref: TLCF 20/21 Tarmac Limited Landfill

**Communities Fund (Derbyshire Environmental Trust)- End of Project Compliance**

Monitoring – Clerk confirmed that project still open to public, funding compliance has been met and project file closed and in line with ENTRUST guidance, will be destroyed after a period of six years.

**Broadband – Croxden** – Clerk SCC to ask the provision for Broadband, as the current Fibre Programme has been suspended – 27.05.2022 – see correspondence for reply – Cllr Bean sent a letter to SCC and Kate Griffiths MP requesting the addresses that would be included within the next stage of the Fibre Programme 10.06.2022 – received the following replies: SCC - The latest update on Project Gigabit is the spring update Project Gigabit Delivery Plan - spring update - GOV.UK ([www.gov.uk](http://www.gov.uk)). As previously stated DCMS / BDUK are managing the procurement process centrally. Once the procurement exercise has been concluded we will then know which addresses will be upgraded as part of the programme and which will require an alternate intervention. This is clearly going to take a little time.

Kate Griffiths MP:

I am following the progress of the Staffordshire Procurement closely and note that the estimated procurement start date is Autumn this year with an estimated commencement



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date for Summer 2023. I know how important the delivery of fast and reliable broadband is to all of our daily lives and I can assure you I am continuing to champion the case for the rollout of gigabit broadband to rural parts of Burton and Uttoxeter, including Croxden, with my ministerial colleagues at every opportunity.

**Queen Jubilee Event** – both the Beacon lighting and the party were well attended. St Giles Church service included a thank you to the Parish Council. Resident feedback was positive.

**Clerk appraisal** – took place on Tuesday 21<sup>st</sup> June 2022 at 6.30pm via telephone with Cllr Bean (Chairman). Clerk provided an up-to-date Job Description to Chair/Vice Chair

27.06.2022

**Parish Plan** – created using the Budget and uploaded onto the website

**Clerk overtime** – 6hrs in May/June – time off in lieu –Councillors RESOLVED for time off in lieu to be taken.

22.07.0015 COUNCILLORS REPORTS (information only)

Cllr Bean to distribute remaining 50p coins to resident who requested 2 for grandchildren.

**Councillors reviewed Community website** - <https://about.nextdoor.com/es/> and decided not to add to Parish Council website.

DATE OF NEXT MEETING:

The Next Parish Council meeting will be held on 14<sup>th</sup> September 2022 at 7pm. The meeting was formally closed at 19.35.

Signed.....