



Croxden Parish Council Meeting Minutes
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Minutes of a meeting held on Wednesday 10th January 2024, at the Abbey Room, St Giles Church, Croxden ST14 5JG The meeting commenced at 7pm.

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

- 24.01.001 APOLOGIES AND APPROVAL OF ABSENCES – Cllr Brandrick - APPROVED
- 24.01.002 TO RECEIVE DECLARATIONS OF INTERESTS AND TO CONSIDER REQUESTS FOR DISPENSATIONS. - NONE
- 24.01.003 TO CONSIDER AND APPROVE THE MINUTES OF PARISH MEETING HELD ON 8th NOVEMBER 2023 ARE A CORRECT RECORD. - RESOLVED
- 24.01.004 TO RECEIVE AN UPDATE ABOUT PROGRESS OF RESOLUTIONS FROM PREVIOUS MEETING

DAFFODIL BULB PLANTING – UPDATE

24th November 2023 – planted 60 Lobularis Bulbs (natural daffodils) and 2kg of Jack Daffodils on Greatgate Village Green, between the 2 large trees.

The Councillors and Clerk creosoted all village green fence posts.

SJL Landscapes updated not cut the area in the spring, until daffodils have died back.

The remaining 05kg of Jack Daffodils donated to St Giles Church.

SPCA MOTION – UPDATE

SPCA the motion will be discussed in the next SPCA Executive Meeting 4th March 2024.

The Motion:

Croxden Parish Council has a number of roads within its rural parish that have a speed limit that are set by law at the National Speed Limit due to country roads automatically being set nationally at the National Speed Limit. Croxden Parish Council residents have for a number of years been asking for some of the roads within the parish to be reduced to 40mph from 60mph and the County Council unfortunately do not have the funds as such a request needs to go to the Secretary of State in Central Government. Therefore, Croxden Parish Council would like SPCA to accept this motion and to work with NALC, in order that NALC can lobby the Government for a national change to be made to speed limits on rural roads. Rural roads are the most dangerous in the UK, accounting for nearly two thirds (60%) of all road deaths (RAC). With most country roads, even those with no central marking carrying the national speed limit of 60 mph there is a real temptation for motorists to drive at the limit because they are technically allowed to do so, even if it is inappropriate because of the driving conditions or local hazards. Not only are too many lives are being lost on these roads, but damage is caused to roadsides and verges, pollution levels are increased and the speed of drivers acts as a major deterrent for other users of the system such as walkers, cyclists and horse riders. We believe the time has come where strategic, rather than tactical action needs



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to be taken. The current position of requesting county councils to implement a change in speed limit has significant costs financially, plus in time and effort and generally is not progressed until death or serious injury has occurred. We believe that this needs to change as a matter of urgency. Our suggestion would be to make a simple change to the national speed limit, reducing it to 40mph for carriageway roads without central line marking. This approach has the following advantages: It could be implemented nationally with a simple administrative change by Government. A single national information campaign could be cost effectively run to communicate the benefits of the change to all road users no changes to signage would be required. Croxden Parish Council would ask SPCA to consider the motion to request NALC to pursue this national change of speed limits with Central Government.
Clerk will represent the Council at the SPCA meeting. **RESOLVED**

BEAMHURST SPEED LIMIT REQUEST – UPDATE

Councillors discussed an email/letter received from a resident from Kate Kniveton MP to Staffordshire County Council.

Councillors **RESOLVED** to provide Kate Kniveton MP with all correspondence between the Parish Council and SCC on the request for a speed limit reduction and to invite both Kate Kniveton and residents to the Parish Council meeting being held on 13th March 2024.

Council **RESOLVED** to provide Cllr Atkins, Cllr Sankey and Cllr Beech with all correspondence.

HOLLINGTON ROAD SPEED LIMIT REQUEST – UPDATE

Freedom of Information request for all documents involved in the process that was carried out to reduce the speed limit at the entrance of JCB Golf Club, Rocester, from the National Speed Limit to 30/40 mph.

SCC provided information which included a statement of reason for the change of speed limit:

Following requests from local community and as a result of the new road layout for the junction improvements scheme at Rocester, it is proposed to implement an area wide 40mph speed limit. This will have the effect of improving road safety and amenity along these roads.

Council **RESOLVED** to request from SCC the total number of “local community” that made the request.

Denstone Parish Council sent an email of support for Croxden PC request to SCC to reduce the speed limit on Hollington Road – 20.11.2023

NEWSLETTER DATABASE – UPDATE

ICO have provided information regarding data protection.

Council **RESOLVED** to create a separate email address to issue newsletter.

Council **RESOLVED** the wording of the leaflet inviting residents to join the Newsletter database.

Council **RESOLVED** for Lavins Printers to print, address and envelop the leaflet and Clerk to



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post. First newsletter to be emailed 4th March 2024.

GREATGATE VILLAGE GREEN REGISTRATION – UPDATE

Clerk investigated registration of village green.

Council RESOLVED to submit C16 form to Land Charges department at Staffordshire County Council, as records show Parish Council have maintained green since 29.09.1998.

WEBSITE – UPDATE

New website domain – www.croxdenparishcouncil.co.uk has been created and files transferred from old website.

Councillors RESOLVED to send a thank you letter and gift to Mr Sargaent for this historic website service to the Council. Budget of £50 RESOLVED.

New website will be completed and opened by 1st February 2024.

FOOTPATH MAP – PDF FOR WEBSITE - UPDATE

Councillors RESOLVED to research a format for individual pdf's for each footpath and to provide a short written guide alongside a visual map of each footpath. Cllr Bean to provide examples of individual footpath maps for consideration and Cllr Hall to provide guide wording.

24.01.005 INTERNAL AUDITOR REPORT

Toplis Associates Ltd carried out an interim Audit meeting on 30.11.2023 recommended the following:

That the Risk Assessment policy is amended to mitigate for the risk associated with the use of Gmail email addresses; that the minimum level for seeking estimates in Financial Regulation 11(h) is raised to at least £500.

Councillors considered the recommendations and RESOLVED to accept them.

End of Year Audit meeting between Clerk and Toplis Associates Ltd will take place on 11th April 2024. NOTED

24.01.006 CONSIDER AND APPROVE RECOMMENDED UPDATES TO BUSINESS RISK ASSESSMENT POLICY AND FINANCIAL REGULATIONS POLICY.

Toplis Associates made recommendations, see item 24.01.005. Council to consider and approve updated policies.

RESOLVED

24.01.007 CONSIDER QUOTATION FOR GREATGATE GULLY REPAIR WORK

Councillors discussed the water pooling between Greatgate Village Green and Ford due to blocked gully and water leak from Pumping Station grid. Water leak reported to Severn Trent Water and repaired, which reduced the water on the road. Councillors considered the quote from WH Durose to carry out works to remove the tree and widen the gully. Council RESOLVED to report to SCC to carry out repairs, due to budget restraints of the Council.



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24.01.008 TO CONSIDER PLANNING APPLICATIONS AND RECEIVE PLANNING DECISIONS:

NEW

P/2023/01213 - Barn adjacent to Croxden Farm ST14 5JD - Retention and modification of building to form dwelling: modification to planning permission P/2022/01461 – comments by 10.12.2023

P/2022/01254 - Land off Watery Lane Beamhurst Staffordshire - Erection of a multi-purpose agricultural building to be used as an implement store and animal shelter for agricultural horses and sheep with associated hardstanding and access (amended plans and description) – comments by 05.12.2023

P/2023/01284 - 3 Croxden Cottages Croxden Lane Croxden Staffordshire ST14 5FE - Erection of a two storey and single storey rear and single storey side extension – comments by 30.12.2023

DECISIONS

P/2022/01254 - Land off Watery Lane Beamhurst Staffordshire - Erection of a multi-purpose agricultural building to be used as an implement store and animal shelter for agricultural horses and sheep with associated hardstanding and access (amended plans and description) – PERMITS

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

24.01.0010 FINANCE – TO CONSIDER & AUTHORISE PAYMENTS OF LIST BELOW AND RECEIVE FINANCIAL UPDATES:

All November 2023 payments made 10.11.2023

NALC Local Government Clerk Pay Agreement – 2023-2024 – figures released 06.11.2023.

Budget 2024-2025 on website – 13.11.2023

VAT Reclaim submitted 13.11.2023 - £153.74

Internal Audit Trail completed– Cllr Bean

Cheque 241 and 242 sign in between meetings. (new chequebook used)

Internal Audit – Toplis Associates Ltd visited Clerk home 30.11.2023.

HP printer ink contract update – monthly fee increased to £3.99 beginning 28.01.2024. Free trial ends on 28.03.2024

Precept of £8,500 requested to ESBC on 21.12.2023

Ref/Cheque	Item	Amount
40/241	Creosote for Greatgate Fence posts– refund Clerk	£60
41/242	Noticeboard replacement lock – Croxden Abbey – refund Clerk	£13.50
42/SO	Council Administration - November	£252.92
43/SO	Council Administration – December	£252.92



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44/214	Council Administration – NALC pay award – back pay– April – December 2023	£153
45/215	Land Registry – refund clerk	£6
46/216	WH Durose – Gully Clearing and install Noticeboard lock replacement	£132 (inc £22 VAT)
47/217	HMRC – Payment	£9.40
48/218	Mrs VRE Gibson – Homeworking allowance – December and January	£14
RECEIVED		
09.11.2023	Lloyds interest	£2.98
17.11.2023	VAT Refund	£153.74

Reconciliation at 30.12.2023

<u>Receipts and payments</u>	
a. Opening balance 1st April 2023	2,010.09
b. Total receipts	6,733.73
c. Total payments	6,177.18
d. Surplus/(Deficit) in the year (b-c)	556.55
e. Closing balance (a+d)	2,566.64

<u>Bank accounts</u>	
Lloyds Current account	2,125.84
Lloyds Deposit	1,008.12
	3,133.96
Add: unrepresented income	0.00
Less: unrepresented cheques	567.32
	2,566.64



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24.01.0011 PUBLIC PARTICIPATION - None

24.01.0012 CORRESPONDENCE

Denstone Neighbourhood Plan - Regulation 16 Consultation – Comments acknowledged – ESBC advised, “Following the close of the consultation, East Staffordshire Borough Council will collate all the responses received and forward them to an independent examiner, who will consider the responses and the Plan documents when assessing whether the Neighbourhood Plan meets the relevant legislation and whether the Plan should proceed to referendum.” 13.11.2023

Staffordshire County Council’s communities survey -

<https://letstalk.staffordshire.gov.uk/communities-survey> - in news area 13.11.2023

Santa Grotto, Wood Farm, Alton Lane, Greatgate – 26th November 2023 – passed details local residents and on Council website – 23.11.2023

Improving online information for Adult Health and Social Care – SCC information

<https://www.staffordshire.gov.uk/Advice-support-and-care-for-adults/Help-and-support-with-daily-living/Help-and-support-with-daily-living.aspx>

Road Closure - Combridge Lane, Combridge, Nabb Lane, Greatgate and Hollington Road, Croxden on 23rd January 2024 for one day. The closure will be to prohibit any vehicle from proceeding in that length of Combridge Lane in Combridge, Nabb Lane in Greatgate from outside Thorneyfields heading in a southern direction to the junction of Hollington Lane and Hollington Road in Croxden from the junction of Nabb Lane heading west for approximately 310 metres. For more information, visit: <https://one.network/?tm=136274282>

Storm Babet Flooding – Staffordshire County Council Funding available. Impacted residents and businesses need to fill out this short online form before 10 January 2024. They can access this form via this link <https://forms.office.com/e/WfLCW6jqrV> If residents or businesses have any evidence of flooding from Storm Babet (e.g., photos, videos) please send these across to SCC at flood.team@staffordshire.gov.uk Staffordshire County Council may contact residents to understand any flooding experienced or to verify any property flooding. In addition to understanding eligibility for any grants, the County Council may be able to investigate flooding experienced.

Storm Henk Flooding - If residents or businesses have any evidence of flooding from Storm Babet (e.g., photos, videos) please send these across to SCC at flood.team@staffordshire.gov.uk Staffordshire County Council may contact residents to understand any flooding experienced or to verify any property flooding. In addition to understanding eligibility for any grants, the County Council may be able to investigate flooding experienced.

East Midlands Airport Future Airspace – Stage 2 information sharing/Q&A sessions – link provided to Councillors.



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24.01.0013 CLERK REPORT

Highways – Clerk reported grid opposite Truckle House, Keelings Lane, Croxden is frozen, requested a replacement – Highways Reference 4350593 on 10.11.2023 and again on 20.11.2023 – Highway Ref 4351901

Noticeboard – new lock for Croxden Abbey ordered 10.11.2023

Gullies and Noticeboard – Gullies cleared by WH Durose, Noticeboard lock fitted – 15.11.2023

Alastair Jepson – internal auditor – Thank you email for service to the Parish Council – 13.11.2023

Council old printer – Council **RESOLVED** to donate to Globe Foundation, Uttoxeter.

Pumping Station – Greatgate ST10 4HE – water leak reported to Severn Trent – 27.11.2023 – Ref: 2006 326 718

Password envelope updated (Financial Regs: 6.11) – 27.11.2023

Homestead Farm, Hollington Road, Croxden ST14 5JB – bust pipe caused significant flooding – reported to Water Company 15.12.2023 – ref: [C5P73KY4](#).

[Councillors discussed the ongoing issue and RESOLVED for Clerk to contact the Landowner in order to liaise with water company to provide a permanent solution to the problem.](#)

24.01.0014 COUNCILLORS REPORTS (information only)

Community Walk – Councillors discussed the date for the next Community Walk – 27th April 2024 at noon will be added to the March Agenda. Council considered combining the walk with an exhibition of painting of the Abbey.

D- Day event – 6th June 2024 – Clerk to research local events and report back to March meeting.

Flooding in Croxden – add to March agenda, include Croxden Lane and Keelings Lane, rain water unable to be taken away by blocked road drains and also collecting in pools on the road surface.

24.01.0015 STAFFING MATTERS - PUBLIC EXCLUDED (Public Bodies(Admissions to meetings)Act 1960)

TO CONSIDER AND APPROVE NALC PAY AGREEMENT AND AMENDMENT TO COUNCIL ADMINISTRATION STANDING ORDER.

Council **RESOLVED** to accept NALC pay agreement 2023-2024.

Council **RESOLVED** to sign a new Standing Order for Council Administration to reflect the pay agreement.

DATE OF NEXT MEETING: The Next Parish Council meeting will be held on 13th March 2023 at 7pm. The meeting was formally closed at 8.30pm

Signed.....