

AUDLEY RURAL PARISH COUNCIL

MINUTES OF THE **FULL COUNCIL MEETING** held Wood Lane Community Centre, Wood Lane on 21st May 2015 at 7.00pm

Present: Chairman: Cllr B Proctor

Councillors: Mr Dolman, Mr R Kinnersley, Mr M Joynson, Mr T Sproston, Mr C Cooper, Cllr A Beech, Mr P Breuer, Mrs V Pearson, Mr M Whitmore, Mr R Moody, Mr D Butler, Mrs C Richardson and Lewis Moore

Clerk – Mrs C. Withington

3 members of public were in attendance

No.	Item	Action
1.	<p>To nominate and elect Chair (and signing of Declaration of Office) and Vice Chair</p> <p>The retiring Chair opened the meeting by welcoming the new Parish Council. Brief introductions were held and the Acceptance of Office were signed by those present. Special dispensation had been agreed for Mr A Clarke. The Clerk reminded people of the code of conduct, which was circulated for those who were not aware of it.</p> <p>Cllr Proctor was nominated for chair and it was RESOLVED that he be appointed, and signed his acceptance of office form. Revd J Taylor was nominated at vice chair and it was RESOLVED that he be appointed.</p>	
2.	<p>To receive apologies Mr A Clarke and Revd J Taylor</p>	
3.	<p>To consider approving and signing minutes of the Annual Parish Council meeting and Full Parish Council meeting on 16th April 2015</p> <p>These were signed as a true and accurate record of the meeting by the Chair.</p>	
4.	<p>Declaration of interest in any item</p> <p>Mr Moody declared an interest in Item 15 regarding the Audley Bowman Society.</p>	
5.	<p>Public Participation:</p> <p>One of the members of public wished to speak on the item regarding the car park at Station Road, Miles Green. It was agreed to bring this item forward on the agenda to allow them to speak.</p>	
6.	<p>Audit of the Accounts year ending March 15 - To note the outcome of the internal audit, approve the bank reconciliation statement, variations, asset register and Chair to sign the Annual Return</p> <p>Cllr Proctor confirmed the figures on the Annual Return were correct following the internal audit, which was satisfactory. RESOLVED that the Annual Return for year ending March 2015 was therefore signed by the Chair.</p>	
7.	<p>To consider further action to restrict parking on Station Road Car Park to include consideration of line marking quote for bays and area by gates</p> <p>Mr Bell spoke on the issues that had been occurring at the car park and the penalty tickets that those residents had been receiving. He suggested letters are sent out to the known perpetrators - this had already been carried out through blanket mail outs.</p> <p>Noted that the car park had been installed by Highways many years ago to assist with the lack of on and off road parking available to those properties only – namely 5 – 31 Station Road, Miles Green. There were a number of issues which would need to be addressed most importantly the ability for emergency vehicles and maintenance contractors to be able to access the site. Mr Bell spoke on the item, and it was noted that despite numerous letters and signs,</p>	

	<p>the issue would not be easily resolved. There are only 17 spaces on the car park, so it would always be a case of first come first served. It was however stated that it is not for the Parish Council to mediate between neighbours.</p> <p>It was RESOLVED to install a barrier across the entrance with 2 unique keys that would be issued to residents at 5 – 31 Station Road only, to provide a long term solution. However this would need to be strictly adhered to by those residents. Clerk to instruct the contractor and residents to be informed.</p> <p>It was RESOLVED that collapsible bollards would be installed in front of the gates by Mr S Hough.</p> <p>It was also RESOLVED that the clerk re write to the Highways Authority at the County to ask that the double yellow lines be removed on one side of the road, as the buses are now considerably smaller than they were many years ago. Cllr Beech to also push for this through the DHP. It was however felt that Heathcote Road was considered a greater priority for double yellow lines due to the speed of the cars and the inability for vehicles to pass easily. RESOLVED that if necessary a bye law will be applied for.</p>	
8.	<p>Planning - To consider any planning applications received, including:-</p> <p>1) Change of use from A1 (currently vacant barber shop) to beauty salon (sui generis) 64 Church Street Audley Newcastle Under Lyme Staffordshire ST7 8DA - 15/00331/COU Village Env/Delegated</p> <p>RESOLVED that this be supported.</p> <p>2) Outline planning application for a residential development of a three bedroom bungalow and garage with all matters reserved. Hillberry Hill Crescent Alsagers Bank Staffordshire ST7 8BG - 15/00301/OUT Partly Green belt/delegated</p> <p>RESOLVED that this be supported, as it was filling in between two properties and would not impact on the street scene or visual amenity.</p> <p>3) Demolition of single storey rear extension, front porch and outbuildings. Erection of two storey side extension. Home Farm Cottage The Drive Newcastle Under Lyme Staffordshire ST5 6BW Ref. No: 15/00344/FUL Delegated/Green Belt</p> <p>Noted that as the papers had not been received, therefore no comments were raised about the proposals. Mr Cooper commented that the building should be considered to be Listed.</p> <p>4) Demolition of existing garage, two storey side extension incorporating dormer windows to front and rear 3 Diglake Cottages Bignall Hill Newcastle Staffordshire ST7 8LS Ref. No: 15/00338/FUL Village Env/Delegated</p> <p>Noted that as the papers had not been received, therefore no comments were raised.</p> <p>5) Part single storey/part two storey rear extension 15 Ravens Lane Bignall End Stoke On Trent Staffordshire ST7 8PS Ref. No: 15/00335/FUL Village Env/Delegated</p> <p>RESOLVED that this be supported.</p> <p>6) Reconstruction of existing kennels and alterations to existing reception area The Old Barn Moat Lane Audley Newcastle Under Lyme Staffordshire</p>	

	<p>ST7 8HS Ref. No: 15/00332/FUL Green Belt/Delegated</p> <p>RESOLVED that this be supported, although one member had concerns about noise pollution.</p> <p>7) <u>Erection of stable block to include 4 stables, 1 tack room and 1 manure store</u> Land At Junction Of Knowlbank Road And Shraley Brook Road Halmerend Stoke-On-Trent Staffordshire ST7 8DT Ref. No: 15/00382/FUL</p> <p>The above application was considered under Delegated Authority powers in the event that there could not be an extension of time to allow for the next meeting. It was however supported, although a request to maintain the hedges at their current height was requested (and no higher than 1.2m) and that the hedging is natural hawthorn or equivalent and not leylandi. The Clerk was authorised to submit these comments.</p> <p>FOR INFORMATION: <u>Application for a lawful development certificate for proposed installation of skate boarding equipment</u> Wereton Playing Fields Queen Street Audley Newcastle Under Lyme Staffordshire Ref. No: 15/00285/PLD <u>Various tree works</u> Peak Activity Services Ltd 2 Castle Hill Nantwich Road Audley Stoke On Trent Staffordshire ST7 8DH - 15/00374/TCA</p>	
9.	<p>To receive an update on the latest position with Audley Library Mobile library service – noted that this is expected to be reduced in almost all areas. A nine week consultation is expected to start in July following the Cabinet consideration on 17th June 2015. It had been reported that if no more than 3 people visit at the time of their visit, then they are expected to close.</p> <p>Audley Library - Cllr Proctor had attended an SPCA meeting where Cllr Lawrence of SCC had confirmed that no libraries would be closing, and that a good proportion were not able to source volunteers to run them and that others previously interested had now pulled out. Noted that a procurement process to recruit volunteer groups for the 23 libraries opened on 11th May and closes on 31st July. Details about the consultation process and a link to the procurement portal can be found http://www.staffordshire.gov.uk/leisure/librariesnew/libraries.aspx</p> <p>Clerk to write to Mr Heath to inform him of the formal procurement process and contact details.</p>	Clerk
10.	<p>Grants – Community Chest (uncommitted balance £2250)</p> <ul style="list-style-type: none"> • Audley Football Club – redecoration and upgrading of changing rooms and toilets - £800 <p>Noted that there was no application received for the meeting.</p>	
11.	<p>To consider pursuing a Tree Preservation Order for the Pear tree located at 1 New Road, Bignall End – Mr C Cooper RESOLVED that in order to protect the tree for the future, a TPO should be requested from Newcastle Borough Council.</p>	Clerk
12.	<p>To consider a quote for fixing the WW1 memorial plaques at an address to be agreed – Mr M Joynson Mr Joynson has spoken to the War Memorial Trust about the war memorial plaques. A process will need to be followed before these can be fixed. Mr Joynson is completing the paperwork and will submit to them asap for funding. Noted that these were created in 1914 and were originally in a local church.</p>	MJ

13.	<p>To consider a quote for cleaning up the Minnie Pit memorial – Mr M Joynson RESOLVED that is be approved as per the quote supplied by Mr Burt via Newcastle Borough Council using Section 136 concurrent funding.</p>	Clerk
14.	<p>To consider nominating Community Assets under the Localism Act 2011- Mr P Breuer This was discussed briefly. All to consider if there are any community assets of importance and to bring back to the next meeting for the nomination forms to be completed. Noted that as a bare minimum we would need to know why it is an important asset to the Community and a brief history of the site.</p>	ALL Next agenda
15.	<p>Audley Bowman Society – to finalise the agreement for the use of Leddys Field This was approved to include the amendment for use of the whole site (except the area which is marshland near to Boyles Hall Road and the pond area where nesting wildfowl are) for annual national competition once a year as confirmed by Mr Moody. The site to the right of the path located behind Hill Terrace is also agreed to be used every Saturday within the year. Both are subject to the usual notification of dates, signs, roping off and other safety precautions plus a satisfactory risk assessment which complies with the National Archery Association, evidence of valid insurance public liability for £5m and official footpath closure for the annual national competition. RESOLVED that the Clerk will reword the agreement and confirm the area on the map, for the Chair and Vice Chair to sign along with suitable representatives of the Bowman Society.</p>	Clerk BP JT
16.	<p>Adult Learners Week - Funding request for £150 – 19th June Audley Library RESOLVED that a donation of £150 be payable to Audley Library for felt craft sessions.</p>	Clerk
17.	<p>To agree a Parish Council surgery at Halmer End – Mr Mike Joynson Mr Joynson had been approached by residents asking for a surgery in the village of Halmer End. RESOLVED that this would be acceptable and that the surgery would be held on the same basis as Audley i.e a regular day before the Parish Council meeting. Surgeries to be held at the Institute. Mr Joynson to send the details to the Clerk for the noticeboards.</p>	MJ Clerk
18.	<p>To consider the refurbishment of Milestone on Nantwich Road by the Milestone Society This was approved at a cost of £75. Clerk to instruct the works.</p>	Clerk
19.	<p>D and G Bus service issues at Halmer End – Mr Mike Joynson A letter was read out from a local resident who had reported numerous issues with the bus service, sometimes resulting in people having to get taxis due to the poor service. On occasion there have been days at the weekend when there has been no bus all day. It was noted that it is impossible to arrive in Newcastle before 8am. Although the service to the town from Bignall End via Chesterton was much better, starting at around 5am.</p> <p>Clerk to write to the Transport Licensing Board in Birmingham and Passenger transport at the County Council regarding the appalling service in the Parish. Clerk to also set out the concerns raised and to invite a representative of D&G to the next Parish meeting.</p>	Clerk Next meeting
20.	<p>Further action following site visit with Jeff Green of SCC Highways regarding obstructions for people with poor eyesight on Church Street, Audley RESOLVED that Cllr Proctor, Mrs Pearson and Mrs Richardson would approach individual shop keepers regarding the issues of obstructions. Mrs Pearson to arrange contact with one of the shops in question.</p>	BP VP CR VP

	<p>versa. Extra police were being laid on to address issues in Audley, Chesterton and Bradwell. Youth workers were also in the area on Friday nights from 15th May. A defibrillator has been placed by the Dentist in Church Street – in cases of emergency a number has to be rung to release a code to open the box.</p> <p>The Borough Council have received approx. £227,000 for recycling of food waste in weekly collections from the Government. Each LAP will be receiving up to £5,000 for various causes.</p> <p>CARA Festival is on the 11th and 12th July, and will feature Neil the Clown and the Mayor.</p>	
27.	<p>Clerks Update This was noted. It was agreed that due to Health and Safety issues the area in front of the noticeboard at Miles Green would be strimmed on a monthly basis during growing season by Mr Hough.</p>	Clerk
28.	<p>Administration</p> <ul style="list-style-type: none"> To agree the publication of the Annual report 14-15 in Audley Community News at a cost of £165 This was approved. SPCA Training of new Councillors on Wednesday 27 May and Wednesday 17 June 2015 RESOLVED that local training would be requested. Clerk to notify all of the proposed dates once arranged. To consider approving for the Clerk to attend the SLCC training course on <i>Local Councils – Drivers in their Communities</i> on Friday 26th June 2015 at Shrewsbury at a cost of £20 This was approved. To nominate an Audley Millennium Green Trust representative RESOLVED that Mr Kinnersley would be the representative. To approve the additional insurance premium as a result of updated Asset Register Noted that there was no implications for the Insurance premium at the current time. RESOLVED that the updated asset register be approved. 	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>RK Clerk</p>
29.	<p>Accounts</p> <ul style="list-style-type: none"> To approve the Accounts for Payment and note receipts RESOLVED that the payments be approved as per the attached schedule. To refresh the bank mandate with nominated signatories for both Lloyds Bank and Natwest RESOLVED to remove the previous signatories who are no longer Councillors and to include Mr Dolman and Revd Taylor. 	Clerk JT MD

Meeting closed at 9.15pm

Approved payment Schedule 21st May 2015

Chq/Ba	TO WHOM PAID	DETAILS	TOTAL INVOICE INC VAT
bacs 9	Mrs C Withington	Salary May	800.75
bacs 9	Mrs C Withington	Expenses May - home office allowance	95.00
bacs 9b	Mrs C Withington	Mileage - April and May	81.25
bacs 9b	Mrs C Withington	100 x 2nd class Stamps reimbursement	54.00
bacs 9a	Mrs C Withington	Reimbursement for Norton online backup, microsoft office, ha	234.98
bacs 9c	Mrs C Withington	Land registry reimbursement 12 x £3 (Church street and Halr	36.00
bacs 9	Staffordshire Pension scheme	Pension April	292.22
bacs 10	H M Revenues and Customs	Tax and NI April	59.03
bacs 11	Computershare	May child care voucher (243 sacrifice)	282.07
bacs 12	Hewlett Packard	New pc for office PAID	699.00
bacs 13	Mrs C Withington (Playdale)	Reimbursement for Play area surface repair kits x 3 PAID	518.40
bacs 14	Mr S Hough	AM - Grass 1,2 play areas, Grass/strimming A/Bank H/E Minnie Pit, Marg Gard, Grass Alsager Rd triangle, Cenotaphs x 2	1360.00
bacs 14	Mr S Hough	Notice board Station rd miles Green	25.00
bacs 14	Mr S Hough	Flat seat Albert Street play area	20.00
bacs 14	Mr S Hough	Graffiti Vernon Ave Seat (top)	10.00
bacs 14	Mr S Hough	Car parking signs x 3 Audley Fclub	35.00
bacs 14	Mr S Hough	Play inspection reports	112.00
bacs 14	Mr S Hough	Bignall End Rd basket swing repair bolt	30.00
bacs 14	Mr S Hough	Play area Alsager Rd lock up and glass removal	40.00
bacs 15	HAGS SMP	Basket Swing Bignall End Rd	4279.86
bacs 16	Evansign	3 x A2 signs at Audley Football club to alleviate parking	150.00
bacs 16a	Evansign	4 x play area closed signs and 2 x no parking in front of gate	93.50
bacs 17	Audley Community News	Publicity of Annual report	165.00
bacs 18	Ash Road markings	Car park marking Station Road	384.00
bacs 19	Chris Heelis	Internal Audit 14_15	50.00
bacs 20	Clare Withington	Ink reimbursement	86.48
		Total	9993.54