

**AUDLEY RURAL PARISH COUNCIL**

MINUTES OF THE MEETING of the Parish Council held at Wood Lane Community Centre,  
Apedale Road, Wood Lane on Thursday 20<sup>th</sup> September 2018 at 7pm

Present: Chairman: Rev J Taylor (Acting Chair)  
Councillors: M N Hayes, Mrs C Richardson, Mr D Jervis, Mr M Whitmore, Mrs V Pearson,  
Mr D Butler, Ms A Borowski, Mr C Cooper. STBH school rep

Clerk – Mrs C. Withington

There were 5 members of public present

1.	<b>To receive apologies</b> – Cllr B Proctor, Mr R Garlick Ms N Mayer, Mr M Joynson.	<b>Clerk</b>
2.	<b>To consider approving and signing the minutes</b> of Full Parish Council meeting on 20 <sup>th</sup> September 2018 <b>RESOLVED</b> that these be approved as a true and accurate record. The Chair signed these at the meeting.	
3.	<b>Declaration of Disclosable Pecuniary interest in any item on the agenda</b> <i>None</i>	
4.	<b>Public Participation:</b> The members of public present wished to discuss Item 6 on the agenda regarding the petition of 230 signatures in relation the Albert Street play area. A brief presentation was given to the Parish Council regarding the issues that have been ongoing for a number of years, which have over recent months escalated to a level considered more serious than just ASB. There was also video evidence available. The residents raised concerns about the lack of parking in the area. The play area was attracting some from outside of our parish, which were causing issues at all times of the day and night, including the early hours. It was also intimidating for the other children who wish to play. It was agreed that a matter of this scale should be considered in detail at the next meeting, in terms of whether or not it should receive any investment in order to allow other members of the public to have an input. The residents present stated that Bignall End Road might be an option. The Clerk also suggested that CCTV may be needed regardless of investment. 5 members of public left the meeting at this point.	
5.	<b>Planning - To consider any planning applications received, including:-</b> 1. <b>Two Story side extension providing elderly family accommodation</b> Kinnoul Alsager Road Audley Stoke On Trent Staffordshire ST7 8JG Ref. No: 18/00599/FUL – Village Env/Green Belt/Delegated <b>RESOLVED</b> to support the application. 2. <b><u>Demolition of existing conservatory and construction of single storey extension</u></b> 40 Booth Street Audley Newcastle Under Lyme Staffordshire ST7 8EP Ref. No: 18/00676/FUL Village Env/Delegated Noted this was similar to other properties in the road, and was therefore <b>SUPPORTED</b> . 3. <b><u>Prior notification of a single storey rear extension measuring 6m in depth, maximum height 4.2m and 2.2m to the eaves.</u></b> 269 High Street Alsagers Bank Newcastle Under Lyme Staffordshire ST7 8BP Ref. No: 18/00177/LEXNOT Village Env/Delegated <b>RESOLVED</b> to support this application. 4. <b><u>Erection of a detached garden room.</u></b> Monkey Tree Cottage Heighley Lane Knowle Bank Staffordshire CW3 9AZ Ref. No: 18/00675/PLD Green Belt/Delegated <b>RESOLVED</b> to support this application. 5. <b><u>Conversion of carport/garage to living accommodation</u></b> Hayloft Heighley Lane Knowle Bank Newcastle Under Lyme Staffordshire CW3 9AZ Ref. No: 18/00666/PLD Green Belt/Delegated <b>RESOLVED</b> to support this application. 6. <b><u>Outline planning application for a single dwelling with all matters</u></b>	

	<p><b>reserved</b> Ivy Cottage Wereton Road Audley Stoke On Trent Staffordshire ST7 8HE Ref. No: 18/00663/OUT – Green Belt/Delegated</p> <p><b>RESOLVED</b> to object as it is inappropriate development in the Green Belt with no special circumstances. There are highways safety issues, accessing another property on a blind bend. It will further close the gap between 2 separate villages, eroding the green belt. There is a residential caravan located on the site which does not have permission.</p> <p>7. <b>Loft conversion with dorma windows</b> 6 Watlands Road Bignall End Staffordshire ST7 8QQ Ref. No: 18/00633/FUL Village Env/Delegated</p> <p><b>RESOLVED</b> to support this, subject to the neighbouring properties having no objection.</p> <p>8. <b>Proposed single storey rear and side extension to existing dwelling</b> 98 Chapel Street Bignall End Newcastle Under Lyme Staffordshire ST7 8QD Ref. No: 18/00611/FUL Village Env/Delegated</p> <p><b>RESOLVED</b> to support this.</p> <p>9. <b>Application for approval of landscaping as required by condition 5 of planning permission 17/00045/FUL - Construction of additional visitors car park area</b> and <b>Application for approval of parking and turning areas as required by condition 3 of planning permission 17/00045/FUL - Construction of additional visitors car park area</b> The Poplars Retirement Home High Street Alsagers Bank Newcastle Under Lyme Staffordshire ST7 8BA Ref. No: 17/00045/CN03 Village Env/Green Belt/Delegated</p> <p>This was noted.</p> <p>10. <b>Proposed storage building</b> The Lodge Red Hall Lane Halmerend Stoke On Trent Staffordshire ST7 8AX Ref. No: 18/00479/FUL Green Belt/Delegated</p> <p><b>RESOLVED</b> to OBJECT to this as there is an existing Right of Way which cuts through the site and the proposed building. A diversion order has not been applied for.</p> <p>11. <b>Dropped kerb</b> 139 Heathcote Road Miles Green Stoke-On-Trent Staffordshire ST7 8LL Ref. No: 18/00497/FUL Village Env/Delegated</p> <p>There was some concern that this involves crossing 2 highways footpaths and a highways verge. It was noted that Highways will need to be consulted on this matter. However it was <b>RESOLVED</b> to support this in principle in order to see cars removed from the road.</p> <p>12. <b>18/00676/FUL</b> Demolition of existing conservatory and construction of single storey extension - 40 Booth Street Audley Newcastle Under Lyme Staffordshire ST7 8EP Village Env/Delegated</p> <p><b>RESOLVED</b> that this be supported.</p> <p>13. <b>18/00122/FUL</b> Demolition of existing builders yard and the erection of 7 dwelling houses with associated access road and landscaping   New Farm Alsager Road Audley Stoke On Trent Staffordshire ST7 8JQ – further information received (Green Belt/Planning Cttee)</p> <p><b>RESOLVED</b> that this be objected to, on the previous grounds submitted and also that the change of use from a farm/agricultural purpose to a builders yard was never formally sought or permitted, within a green belt location.</p>	BP
6.	<p><b>Petition received from Albert Street regarding play area upgrade – See Appendix A</b></p> <p>This had been discussed earlier and was agreed to include a detailed proposal for consideration at the next meeting.</p>	Next agenda
7.	<p><b>Audley Allotment Association</b></p> <p>Update on the actions agreed at the last meeting – Mr N Hayes</p> <p>Mr Hayes circulated minutes of his meeting with the Chair and Secretary of the Association on 19<sup>th</sup> September with Mr Butler present. These were attached to the minutes. It was <b>RESOLVED</b> to support the request for £125 towards posts and number plates to mark out the plots. The position with regards to the options for a water supply and the input from the other Association members was noted. This will be brought back to a future meeting.</p> <p>It was noted that the Association were happy to wait for Newcastle Borough</p>	

	<p>Council to prune the trees on the boundary at the appropriate time, likely to be winter 2020/21. It was noted that they wished to plant a fruit tree on the site, to commemorate the end of the WW1. This was agreed along with the cost for a plaque to the value of £70 provided it stated "...supported by Audley Rural Parish Council". It was also suggested that they provide their intentions to the Parish Council for the ongoing care (weekly) over the first 2/3 years and how they would plant it including stakes etc.</p> <p>With regards to the top soil, this would need to be purchase in accordance with the standards for growing vegetables. It was noted that this will be children/grand children of plot holders. The Clerk is to inform the Association of the decisions.</p>	<b>Clerk</b>
8.	<p><b>Halmer End Allotments</b>  Tenancy agreement periods and notice to be served for an unused plot  <b>RESOLVED</b> that advice be sought to change the tenancy agreements to August to July, rather than the financial year. <b>RESOLVED</b> that the Clerk serve a final notice on the plot that is unkempt.</p>	<b>Next agenda Clerk</b>
9.	<p><b>To consider the bus contract for next year and to consider suspending Financial Regulations to continue with the existing contract</b>  <b>RESOLVED</b> that the bus service was working well with no complaints. As the service was new to the Parish Council it was agreed to continue with the current provider on the same terms and conditions as previously for April 2019 for a year, which had been agreed, and to suspend Financial Regulations to avoid disrupting the travel arrangements of parishioners.</p>	<b>Clerk</b>
10.	<p><b>GDPR (standing item)</b></p> <ul style="list-style-type: none"> <li>• To consider arranging (mandatory) training for Councillors (£90 per hour)</li> <li>• Subject Access Requests (can be received by any parish councillor verbally or in writing – one calendar month response from receipt)</li> <li>• Information Security (encrypted USB sticks, SCC email accounts, archives (6 years))</li> <li>• Data Breaches (reporting within 72 hours to DPO)</li> <li>• Consents for newsletters/photos/mailshots</li> </ul> <p>The Clerk stated that following a visit to the DPO for another council the above matters had come to light. These were noted and it was agreed that training should be organised for all to attend locally for up to two hours.</p>	<b>Clerk</b>
11.	<p><b>Playing Fields/Wildlife Areas inc:</b></p> <ul style="list-style-type: none"> <li>• To note Play Area Monthly Inspection for September and approval of any action required or taken under Delegated Authority including repair of rubber crumb, removal of lifebelt at Leddys,</li> </ul> <p>The above actions were noted along with the play inspection report. The Clerk is to raise the issue of the grass cuttings at Halmer End bowling green with the Chair of the Club. It was agreed to replace the lifebelts at Leddys Field once the pond was filling. The issues at Queen Street have been noted and passed to Cllr Beech.</p> <p>The post and rail fencing along Leddys Field/New Road have been replaced due to H&amp;S issues.</p> <ul style="list-style-type: none"> <li>• Play area signs following visit by Chair and Vice Chair</li> </ul> <p>A visit to all play areas was carried out, and all signs were in good order.</p> <ul style="list-style-type: none"> <li>• Halmer End Play area – update re ordered work and expected programme</li> </ul> <p>The work is likely to start on 22<sup>nd</sup> October. The revised layout was agreed following the site visit with Wicksteeds.</p> <ul style="list-style-type: none"> <li>• To consider a quote for Miles Green Play area to cut back hedges, trees and boundary fence and Halmer End boundary brush cutting quote</li> </ul> <p>The Clerk provided a number of quotes for consideration. The following were approved:</p> <p>Removal of thin Silverbirch tree at Miles Green of up to £90.  Brush cut of boundary at Halmer End up to £440.</p>	<b>Clerk Clerk</b>

	Mr Cooper and Mr Jervis to look at the bushes behind the house in the centre of Miles Green Play area and also the bushes alongside the footpath of Miles Green Play area, to report back to the next meeting. It was also noted that the fence behind the houses needed to be looked at and considered as it had blown over the past.	<b>CC DJ Next meeting</b>
12.	<p><b>To consider a quotes for seat repairs :</b></p> <ul style="list-style-type: none"> <li>• Outcome of Miles Green damaged bench Western Power's sub contractor has now replaced this.</li> <li>• Removal of concrete seat at Megacre, Wood Lane and repair <b>RESOLVED</b> to approve this quote for up to £390 for the repair and £80 for the removal.</li> <li>• Repairs to benches at Rye Hills and Greasley Arms pub <b>RESOLVED</b> to repair the bench at Greasley Arms, but Mr Jervis to look at the bench along Rye Hills and report back.</li> <li>• Breaking up concrete base and refill top soil Stephens Way <b>RESOLVED</b> to approve the quote of up to £145 to carry out the work.</li> </ul>	<p><b>Clerk</b></p> <p><b>Clerk DJ Next agenda Clerk</b></p>
13.	<p><b>Arrangements for Remembrance Parade AUDLEY</b></p> <p>Meet at Bridge Close, Bignall End at 10am. Proceed along Stephens Way - Gresley Way - Boyles Hall Road - New Road – Nantwich Road to roundabout – Chester Road/Dean Hollow (where Audley Brass will join at this point) ending at Church Street by the cenotaph at St James Church (10.45 a.m.)</p> <p><b>ALSAGERS BANK</b></p> <p>Service in Halmer End Chapel at 10 a.m. with procession to the cenotaph on Church bend, Alsagers Bank at 10.45 a.m.</p> <p><b>To note that there may be no drummer available to lead the parade</b></p> <p>The arrangements were noted and agreed. The Clerk is trying to obtain a drummer to lead the parade, but it is proving difficult.</p> <p><b>RESOLVED</b> to purchase 20 poppies (10 donated by Mr Jervis) for Audley and 10 for Alsagers Bank by the cenotaph.</p> <p>The Chair is to lay the wreath at Audley and Mr Kinnersley agreed to lay the wreath at Alsagers Bank.</p>	<p><b>Clerk DJ BP RK</b></p>
14.	<p><b>Covered over drains – Shralely Brook Road – to note action taken</b></p> <p>This was noted and was in the process of being resolved by the County Council.</p>	
15.	<p><b>Standing item - CCTV – update on installation of CCTV at Bignall End Road play area</b></p> <p>The post has now been installed at Bignall End Road. Once the electrics are in situ the camera will be installed. The police had noted there was still a need for the CCTV to be in place due to the ASB.</p>	
16.	<p><b>Standing item – Bignall End Road Flooding update since works</b></p> <p>Mr Jervis reported the flooding had returned, but had cleared within 30 mins. It was agreed to monitor this, as the weather had been bad causing floods everywhere.</p>	
17.	<p><b>Correspondence and circulars -To review other items received and consider for next agenda</b></p> <ul style="list-style-type: none"> <li>- Letter from a resident regarding lack of action in relation to the footpath by the Methodist Church Cemetery <b>RESOLVED</b> to support the Church and to send the letter from the Chair.</li> <li>- Letter regarding Christmas Tree festival (to consider purchase of pot grown tree and battery lights) – to agree a budget <b>RESOLVED</b> to approve a budget of up to £100 for tree, decorations and lights.</li> <li>- Draft Statement of Licensing Principles for 2019-2021. <a href="https://www.newcastle-staffs.gov.uk/all-services/business/licensing/current-licensing-consultation">https://www.newcastle-staffs.gov.uk/all-services/business/licensing/current-licensing-consultation</a></li> <li>- Comments before 12th October 2018.</li> </ul> <p>There were no comments to make.</p>	

	<ul style="list-style-type: none"> <li>- Nominations for SPCA Executive for the Newcastle district (Friday 19<sup>th</sup> October)</li> </ul> <p>This was noted.</p> <ul style="list-style-type: none"> <li>- Invite to attend the annual Remembrance Day Parade and Church Service in the Parish Church of St Giles on Sunday 11 November 2018 at 10.00am. (leave Castle House at 9.15am)</li> </ul> <p>This was noted.</p> <ul style="list-style-type: none"> <li>- SPCA Budget training 1<sup>st</sup> November 7pm – 9pm</li> </ul> <p>This was noted.</p>	
18.	<p><b>To note the latest with regards to the Vehicle activated Speed Signs following meeting with Rob Steele to agree site locations on 10<sup>th</sup> September</b></p> <p>The Clerk and Mr Hayes had met with Rob Steele to agree several locations. These were approved as circulated.</p>	
19.	<p><b>To receive an update from Audley LAP and Police / Parish Liaison Committee – Cllr Proctor</b></p> <p>Nothing to report.</p>	
20.	<p><b>To consider the quotes (Appendix B) for the renewal for the insurance 3 Year Long term agreement at £2,552.97 or 1 Year at £2,811.74</b></p> <p><b>RESOLVED</b> to approve the quote for the 3 year long term agreement, at a cost of £2571.86.</p>	
21.	<p><b>Clerks Update – (Appendix C)</b></p> <ul style="list-style-type: none"> <li>- To report the outcome of a complaint under the Member Code of Conduct which was received and dealt with by the Borough Council through the appropriate procedures as set out in the Localism Act. The complaint was upheld and the matter is now concluded.</li> </ul> <p>This was noted.</p>	
22.	<p><b>Councillor Reports</b> (for information only/further actions and decisions must be included on next agenda)</p> <p>Mr Butler reported that there was a scam involving contractors door knocking for tree work in Wood Lane.</p> <ul style="list-style-type: none"> <li>- <b>Chris Cooper Miles Green gate</b> – This will be discussed on the next agenda.</li> </ul> <p>Mr Cooper asked that Hougher Wall Road flooding is reported to Highways, as it is thought there is a blocked drain stopping the water flowing into the brook which feeds Leddys Field.</p> <p>Mr Cooper asked if the Parish Council would sponsor a shield. This is to be discussed at the next meeting.</p> <ul style="list-style-type: none"> <li>- <b>Nicola Mayer – Termination of school crossing patrol New Road, consideration of action</b> – This was noted and the three crossings are to be discussed on the next agenda. It was noted that Cllr Moffatt had started a petition.</li> </ul> <p>There had been an incident involving a dog and a fishing hook at Bateswood. The Borough Council and the Fishing Club are dealing with it.</p> <p>Mr Jervis reported that a kerb was sticking out along Hullocks Pool Road on the right hand side. Clerk to report to Highways.</p> <p>Mr Whitmore reported that First buses are using double deckers along Wereton Road. Clerk to report this.</p>	<p><b>Next agenda Clerk</b></p> <p><b>Next agenda Next agenda</b></p> <p><b>Clerk</b></p> <p><b>Clerk</b></p>
23.	<p><b>To note the outcome of the Audit completion for accounts year ending March 2018 see appendix D</b></p> <p>This was noted and approved.</p>	
24.	<p><b>To approve the schedule of payments (Appendix E)</b></p> <p><b>RESOLVED</b> to approve the schedule of payments as attached.</p> <ol style="list-style-type: none"> <li>1. <b>To renew the website host domain at a cost of £22</b></li> </ol> <p><b>RESOLVED</b> to renew the domain.</p> <ol style="list-style-type: none"> <li>2. <b>Renewal of Staffordshire Wildlife Trust - £42</b></li> </ol> <p><b>RESOLVED</b> to renew the subscription.</p> <ol style="list-style-type: none"> <li>3. <b>To start to consider priorities for the draft budget for 2019/20</b></li> </ol>	

	The Clerk stated that we will need to agree the draft budget over the next few months.	<b>Next agenda</b>
25.	<p><b>TO RESOLVE UNDER THE 1960 PUBLIC BODIES (ADMISSION TO MEETINGS ACT) TO EXCLUDE THE PRESS AND PUBLIC DUE TO THE CONFIDENTIAL NATURE OF THE MEETING TO BE DISCUSSED:</b></p> <ul style="list-style-type: none"> <li>Update in relation to the car park Butchers Arms lease The lease is still outstanding and there is a street light on the site, thought to be County Council's.</li> <li>Update in relation to the Church Car Park Church Street Audley lease The Clerk reported that the Church at Manchester were dealing with this. At this stage there is nothing further to report, although they are considering the rent required to secure the site. This may however equate to a rent free period due to the work required on the site.</li> <li>Scot Hay Land – latest position regarding land disposal – <b>RESOLVED</b> to offer the land at the reduced value to take into consideration the retained strip for access by the garden boundary only. The farmer is to carryout work to remove the overhanging hedge and install a post and rail fence at his cost, plus remove the first step on verge on our land leading to the field. The remaining land is not to be sold to any party. The Chair and Vice Chair will again visit the garage owner to ascertain his position.</li> </ul>	<b>Clerk</b> <b>BP</b> <b>JT</b>

Meeting closed at 9.40pm

### Approved Payments schedule – September 2018

Chq/Bacs	TO WHOM PAID	DETAILS	TOTAL INVOICE INC VAT
bacs 79	Mrs C Withington	Word press website domain annual cost	22.00
bacs 80	Audley Patients Panel	Donation towards health day	250.00
bacs 81	Cheshire SLCC	Clerks training 27th September	18.00
bacs 82	Cancer research UK	Donation/Sponsor Audley in Purple	50.00
bacs 83	Ron Kinnersley	Mileage to SPCA	23.40
bacs 84	H Proctor	Chairs Allowance	960.00
bacs 85	Mrs C Withington	Salary Sept	1429.40
bacs 86	Mrs C Withington	Expenses Sept inc eye test VDU	150.45
bacs 87	Staffordshire Pension scheme	Pension sept	556.79
bacs 88	H M Revenues and Customs	Tax and NI Sept inc Chairs	783.71
bacs 89	Mr S Hough	AM play inspection August Sept, Grass cutting and strimming x 3 (7 8 9), Grass Mgarden Hend Abank, Paths Leddys, Leddys seats and liferings, Cenotaphs x 2 cleaned	2194.00
bacs 89	Mr S Hough	ON 70 waste bin leddys August 6, 13, 21, 28, Sept 4	100.00
bacs 89	Mr S Hough	ON 90 Halmer end broken swing	35.00
bacs 89	Mr S Hough	Slide at Alsager Road - damaged rope	20.00
bacs 89	Mr S Hough	ON 87 Water valve Leddys removed	30.00
bacs 89	Mr S Hough	ON 89 Removed seat Stephens Way to Miles Green	25.00
bacs 89	Mr S Hough	ON 86 Removed large bushes at Halmer End play area	100.00
bacs 90	D&G Bus Services	Bus contract	2057.33
bacs 91	HAGS SMP	Basket swing new seat (Insurance ASB)	1410.00
bacs 92	Eon	Camera Post and electrics Audley	3537.17
bacs 93	NBC	Fees Alsager Road	6121.36
bacs 94	Staffs Wildlife Trust	Renewal of subs	42.00
bacs 95	Zurich	Insurance renewal 2018 - 3 year LTA approved	2571.86
bacs 96	Staffordshire County Council	Legal fees scot hay land July	57.00
bacs 97	Staffordshire County Council	Legal Fees Audley Meth Church July	171.00
bacs 98	Staffordshire Playing Fields	Subs	15.00
bacs 99	Aardwolf	Moles Albert Street, Moles Audley Rd, Knotweed Audley Allots	170.00
bacs 100	Wicksteed	Swing seat	163.80
		<b>Monthly Total</b>	<b>23064.27</b>

**Audley Rural Parish Council**  
**Allotments sub-group**  
**Meeting at Audley Allotments – September 19th 2018**

Present:

N. Hayes

D. Butler

I. Rowley – Chairman, Audley Allotments Association

M. Toft – Secretary, Audley Allotments Association

N Hayes & D Butler reported the outcome of the review, by the Parish Council, of the minutes of the previous meeting with the Allotments Association Committee. The following items & resolutions are updated accordingly.

**1. Plot number identification marking posts:**

The parish council has agreed to provide funding for 59 main plot identification posts in principle.

**Resolved** - I. Rowley will forward quotes for the identification posts to the Parish Clerk.

**2. No communal water supply to site:**

**Resolved** - I Rowley will obtain quotes for option 1 - Water utility company supply of mains water feed to site and option 2 - standalone borehole onsite. Option 3 requires the Allotment Association to approach the Borough Council to investigate option of harvesting water from Audley Community Centre roof. Options to be put before allotment holders at allotments committee meeting for allotment holder's approval.

**3. Overgrown trees:**

**Resolved** - Allotments Committee to wait until Borough Council prunes the trees in winter 2020/2021.

**4. Commemorative tree to honour 100 years since the First World War end / Minnie Pit disaster:**

It is now proposed to be a soft fruit tree, (e.g. an apple tree), sited in an open area between the old and new allotments. I. Rowley has asked if the Parish Council would sanction the proposed planting, provide a plaque and attend the planting / opening ceremony, which is proposed for November 2018 on the weekend before Remembrance Sunday.

**Resolved** - to put proposition to Audley Parish Council.

**5.** Audley Allotments Association Committee has created a "Junior Bed" next to the entrance gate into Audley allotments, specifically for children of allotment holders. to plant and cultivate vegetables. This project is intended cultivate an interest in cultivation at an early age. Although the external Junior Bed construction is complete, several tons of topsoil are required to fill it.

**Resolved** -The Allotments Committee will source and pay for the properly certified topsoil and present the certification to the Parish Council.

**6.** Ongoing Meeting Schedule:

**Resolved** - It was agreed that future meetings will be bi-monthly, with the next meeting, (preferably on a Tuesday - to be confirmed), in November 2018.

**7.** M.Toft, Secretary of Audley Allotments Association Committee, has requested to be the single point of contact for the Parish Clerk, for all correspondence.