

**AUDLEY RURAL PARISH COUNCIL**

MINUTES OF THE **COUNCIL MEETING** held in Audley Pensioners Hall 21<sup>st</sup> February 2013 at 7.00pm

Present: Chairman: Mr H Proctor.  
 Councillors: Mrs V Pearson, Mr P Breuer, Mr N Blackwood, Mrs K Davison, Mrs C D Cornes, Mr D Cornes, Mr A Wemyss, Mr C Cooper, Mr T Sproston, Mrs B Kinnersley, Mrs A Beech and Mr M Dolman  
 Clerk –Mrs C. Withington and acting Clerk Mrs Claire Dillow (from 4<sup>th</sup> March 2013)

2 members of the public were present

| No. | Item  | Action                                      |
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| 1.  | <p><b>To receive apologies</b><br/>           Apologies were received from Mr E Durber.</p> <p>Mr Proctor welcomed Mrs Dillow, the acting clerk from 4<sup>th</sup> March 2013 to the Parish Council.</p>   |   |
| 2.  | <p><b>To consider approving and signing minutes of the Full Parish Council meeting on 17<sup>th</sup> January 2013</b></p> <p>Mr Wemyss reported that the minutes did not include the sign at Church Bank being reinstated, currently in a resident's garden nearby. Noted that the item is included in the minutes, however Mr Hough to be asked to reinstate the sign, if not a matter of straightening the existing one and is additional. Mr Proctor to look at the site and notify the Clerk.</p> <p>Mrs Cornes reported that the County had provided a youth project (activity bus) through Chesterton Village Vision which has also attended in Audley. Mrs Cornes would be happy to make arrangements through the County if following the meetings at the High School assistance is required. Mr Proctor to raise at the next High School meeting.</p> <p>The following amendments were made:<br/>           Item 7 – Mrs Cornes to look into the <del>mini</del> activity bus project provided by the <del>Borough and Police</del> County Council.</p> <p>The minutes on were approved and signed as a true and accurate record.</p> <p><b>To consider minutes being publicised on the website in draft form</b><br/>           Discussion took place regarding the practices of the Borough Council, advice from SPCA and Quality Status requirements. As the Council meets regularly every month, it was <b>RESOLVED</b> to post the minutes on the website once approved at the next available meeting. Draft minutes will be circulated to Parish Councillors only.</p> | <p><b>BP<br/>Clerk</b></p> <p><b>BP</b></p> |
| 3.  | <p><b>Declaration of Disclosable Pecuniary interest in any item on the agenda</b><br/> <i>(Note member should notify Monitoring officer within 28 days if not already)</i><br/>           None declared.</p> <p><b>Consideration of training offer re Code of Conduct from the Borough Council</b><br/>           This was noted and considered to be of use. Clerk to request training from the Borough Council, on the assumption it was for Clerk and Parish Councillors.</p>  | <p><b>Clerk</b></p>                         |

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| 4. | <p><b>Public Participation:</b> Mr and Mrs Taylor reported an issue relating to excessive dog fouling at Townfields by the Football Club, new Cemetery and Leddys Field.</p> <p>Noted that there were no bins at the Cemetery, although a sign is present.</p> <p>Mrs Beech to raise this at the weekly catch up meeting with the Borough officers, and request a one off clean up by Street Scene plus dog warden visits. There was some concern of the ability to enforce the new controls proposed.</p> <p>Mrs Beech to check if there is to be a dog bin, as previously requested, at Albert Street with Street Scene. Mrs Beech to look into the issue of private dog walking firms from outside the area attending Bateswood and Alsager Road play area to walk large numbers of dogs and not cleaning up after them. Mr Proctor to ask the tenants at the Allotments to note the times of visits and notify Mrs Beech.</p>  | <p><b>AB</b></p> <p><b>AB</b><br/><b>AB</b></p> <p><b>BP</b></p>                                 |
| 5. | <p><b>To receive an update on the Surface Coal Mining and Restoration Scheme at Land at Bignall End, Newcastle under Lyme, following public meeting and exhibitions held</b></p> <p>Mr Proctor reported that a number of meetings had been held by UK coal such as the public exhibitions. It was noted that there is no planning application as yet just a scoping document.</p> <p>The Parish Meeting on 12<sup>th</sup> February was attended by 126 members of public who had signed in, possibly more that were standing and didn't sign in. It was considered to be a good orderly meeting. All expressed their concerns and were opposed to any open cast activity. The Clerk had circulated notes from that meeting. A further public meeting will be held when the Planning Application goes in. Clerk to put the notes without names on the website. Mrs Cornes reported that she couldn't understand what Mr Carmen had been asking for clarification on due to the vague notes.</p> <p>Noted that UK Coal to hold a further public exhibition at Talke Pits Village Hall on Weds 6<sup>th</sup> March 2013 at 2pm to 5pm.</p> <p>There were a number of points raised, and the Clerk was asked to ask the relevant points from the authorities.</p> <p>Mrs Beech reported that the work being carried out to the bridge is to renew the corrosive parapet not strengthening work prior to the open cast. Mrs Cornes is sourcing information regarding the Leeds Planning application and another Council which is subject to judicial review.</p> <p>With regards to the site visits suggested for 12<sup>th</sup> and 14<sup>th</sup> March to a site in Telford. Clerk to respond to UK Coal to say the Parish Council is disappointed that UK Coal has changed its stance on the arrangements for the visit to the site at Telford as UK Coal representatives had previously discussed and offered to make arrangements for transport to a site that has been restored and worked as open cast.</p> <p>Clerk to circulated dates for majority, once transportation is known. Clerk to ask that Borough Councillors are also invited by UK Coal.</p> | <p><b>Clerk</b></p> <p><b>Clerk</b></p> <p><b>DC</b></p> <p><b>Clerk</b></p> <p><b>Clerk</b></p> |
| 6. | <p><b>Planning - To consider any planning applications received, including:-</b><br/> <a href="#">Retention of raised deck area</a> Boughey Arms Nantwich Road Audley Stoke On Trent Staffordshire ST7 8DH Ref. No: 13/00045/FUL – Conservation area/Delegated/village env</p>   |  |

Mr Cooper and Mr Proctor had attended the Conservation Working Party meeting to express concerns. Noted that the Working party did not support the application.

It was **RESOLVED** that the application would **NOT BE SUPPORTED** due to retrospective, loss of valuable car park spaces, not in keeping with the conservation area.

[Construction of meange 60m x 30m](#) Heighley Stables Heighley Lane Knowle Bank Newcastle Under Lyme Staffordshire CW3 9BA Ref. No: 13/00042/FUL Green belt/Delegated

There was confusion as to whether or not this is retrospective. The application documentation reads retrospective, therefore assumed to be.

It was **RESOLVED** that the application would **NOT BE SUPPORTED** due to retrospective, highway safety concerns due to 60 mph road and blind bends, size is consider to be large, near to a watercourse which feeds a SSSI site and there is concern of the materials to be used on the ménage polluting the water from the run off water/drainage.

[Erection of two storey side extension](#) 24 Boon Hill Bignall End Staffordshire ST7 8LA Ref. No: 13/00031/FUL – Green belt/Delegated

It was considered to be excessive in size, in comparison with the building footprint. It was **RESOLVED** that the application would **NOT BE SUPPORTED** due to the excessive size increase on the footprint possibility exceeding the acceptable limits and over development of Green Belt.

[Change of use of land to form menage and associated lighting](#) Old Peel Farm Nantwich Road Audley Stoke On Trent Staffordshire ST7 8DY Ref. No: 13/00135/FUL Green belt/Delegated

Noted that a previous application which received approval has set the precedent for ménage construction. Noted that this is a livery business not a riding school.

It was **RESOLVED** that the application would **NOT BE SUPPORTED** due to the following reasons:

- Change of use from agricultural land
- Green Belt
- Light pollution
- Saturation of ménages in the area
- Drainage issues already present by the junction causing flooding and ice, which could be added to from the water run off/drainage of the ménage.
- Highway safety issues, approached by 2 blind bends on 60 mph road.

[Change of use from B2 industrial/B8 storage & distribution to indoor model car running arena](#). Knowl End Farm Barthomley Road Audley Newcastle Under Lyme Staffordshire ST7 8HT Ref. No: 13/00104/FUL Green belt/Delegated

Noted that existing hard standing to be used for car parking.

It was **RESOLVED** that the application would **NOT BE SUPPORTED** due to the traffic concerns on a rural road (narrow, 60 mph), Green Belt, in appropriate development and previously unsupported by the Parish Council for use as industrial unit.

[13/00059/ELD](#). Mr Christopher Coates, Green Shutters Farm High Lane Alsagers Bank Application for a Lawful Development Certificate for proposed farm workshop and Garage, Certificates of Lawful Development, Delegated, For

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|     | Information Only - This was noted.<br><br>Clerk to request that County reinstate footpath sign alongside Green Shutters Farm.  | <b>Clerk</b>                        |
| 7.  | <b>To consider and adopt the following HR policies:</b><br><i>Health &amp; Safety inc homeworking; Grievance; Disciplinary; Sickness Absence; Equal Opportunities – as circulated via email</i><br><br><b>RESOLVED</b> that the policies be adopted as circulated.<br><br><i>To note the VDU assessment completed for the Clerk (and Acting Clerk) and to carry out Annual PAT testing of the Clerks computer equipment</i><br><br>It was noted that no further action was required with regards to the VDU assessment of both Clerks. It was <b>RESOLVED</b> that PAT testing would only be required on a 4 – 5 year basis, following HSE guidelines clarified by Mrs Davison, unless the equipment including printers were well used, portable and subject to poor conditions. Clerk to carry out visual annual inspection and ensure equipment on the asset register. |                                     |
| 8.  | <b>To nominate the Community and Environment Awards for the Annual Parish Meeting on 18<sup>th</sup> April 2013 at Audley Pensioners Hall</b><br><br>Discussions took place regarding nominations. A joint award would be made for the Community award and one person was nominated for the Environment award. Clerk to invite these to attend the Parish Meeting on 18 <sup>th</sup> April.<br><br>Clerk to send thank you letters to Mr Peter Sadler for litter picking around the village and to Mr Bill Cooper for his assistance in the management of Audley Allotments.  | <b>Clerk</b><br><br><b>Clerk</b>    |
| 9.  | <b>To consider formally recognising Sir Thomas Boughey High School Pupils for their contribution towards identifying youth issues and donating prizes</b><br><br>Mr Proctor stated that due to the presentation of the information that was collated by the School Council and the Head boy and Girl and presented to the meeting of School, Parish Council and other partners, he would invite them to present this information to the Parish Council at a future meeting.<br><br>Clerk to obtain 2 x gift vouchers for the value of £25 each to donate to the High School in recognition and thanks of the efforts that have gone in to return the surveys. Prize draw to be carried out on the 500 plus surveys completed.  | <b>BP</b><br><br><b>Clerk</b>       |
| 10. | <b>To consider nominating inclusion of the 2 War Memorials on Local List, seeking a professional valuation and including on Insurance asset register (approx. £100)</b><br><br><b>RESOLVED</b> that the Clerk would ask a local stonemason to value the War Memorials to include them on the insurance policy for damage etc. It was also <b>RESOLVED</b> that they would be nominated for inclusion on the Local List.  | <b>Clerk</b><br><br><b>Clerk/CC</b> |
| 11. | <b>To consider a request for funding from Newcastle Library of £150 for a taster session of two hours learning 'beginners hanging basket' during May 18<sup>th</sup>-24<sup>th</sup> 2013 at Audley Library</b><br><br>It was <b>RESOLVED</b> that this would be approved and funded.  | <b>Clerk</b>                        |
| 12. | <b>SPECIAL MOTION BY 10 MEMBERS - To consider rescinding the previous resolutions made as follows regarding the Village Gateway sign at Balterley, Nantwich Road:</b>  |                                     |

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|     | <p>20<sup>th</sup> September – approval in principle to locate a sign and invite quotes<br/> 18<sup>th</sup> October – approval of a quote and appointment of contractor<br/> 20<sup>th</sup> December – relocation of the existing sign to Church Bank</p> <p><b>RESOLVED</b> that this be rescinded due to the restrictions placed by Highways with regards to wording. Clerk to confirm if abortive costs with Contractor and pay them.</p>   | <b>Clerk</b>  |
| 13. | <p><b>To consider approving a new letter head for the Parish Council</b></p> <p>It was <b>RESOLVED</b> to approve the new letter head suggested and to print in colour. Future arrangements regarding pre-printed letterheads to be determined at the time. Clerk to obtain a quote from the Borough Council in the meantime.</p>  | <b>Clerk</b>  |
| 14. | <p><b>To note the location of the Chairs and Honours Board within the Pensioners Hall and any associated costs</b></p> <p><b>The location of the boards was agreed within the Pensioners Hall, in the recesses on the left and right hand walls where the pictures are.</b></p> <p>It was <b>RESOLVED</b> to make a one off donation for £100 to the Pensioners Hall in recognition of this. Clerk to speak to Ann Heath regarding Mr Hough fixing the pictures, following approval of their committee.</p>  | <b>Clerk</b>  |
| 15. | <p><b>Playing Fields/Wildlife Areas inc:</b></p> <ul style="list-style-type: none"> <li>• To note Play Area Monthly Inspection for February and approval of any action required or taken<br/> The inspection for February was noted – with no action required.<br/> Noted that the shrubs had been cut back at Scot Hay, behind the seat as requested.<br/> The Clerk reported that an accident involving a child had occurred at Scot Hay play area on Monday 18<sup>th</sup> February 2013. An answerphone message had been left on Thursday 21<sup>st</sup> February, and despite numerous attempts to contact the mother, the circumstances were still unknown. The Play area inspector has been asked to attend on Friday 22<sup>nd</sup> February, on his return from Cheltenham. A further report will be given once the outcome is known.</li> <li>• To note action taken with regards to rats at Halmer End Play area<br/> Noted that rat poison had been put down in bait boxes by the Borough Council, without prior permission. There was concern about the impact on neighbouring wildlife, but it was noted that this should not be harmful to them. Further recommendations are to be received from the Borough as to future treatment.</li> <li>• To consider play equipment valuation from Digley Associates for Asset Register for £100 net<br/> <b>RESOLVED</b> to appoint Digley Associates to complete an offsite valuation for the play areas based on the Wicksteed Annual inspection for £100 plus VAT. This information will inform the asset register and give a suitable replacement value for insurance purposes.</li> <li>• To consider commissioning a Woodland Management Plan for Leddy's Field in order to provide a specification for future work</li> </ul> <p>Mr Proctor reported that there are twice as many trees as can be sustained in the wooded area due to the lack of regular management – it has been suggested that 50% should come out. Although a management plan was in place, this has not been followed and is currently irrelevant. Roger Tait to be asked to send an Tree officer to give an opinion and the impact on the TPOs.</p> | <p><b>Next agenda</b></p> <p><b>Clerk</b></p> <p><b>Clerk Next agenda</b></p> |

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| 16. | <p><b>To receive an update from Audley LAP – Mr Proctor</b></p> <p>Mr Proctor reported that the LAP are working with the Head Boy and Girl from Sir Thomas Boughey High School on a project for vulnerable and elderly people, which would involve them visiting the school. Mr Proctor stated that last meeting was an excellent one, with all work being outside the scope of the Parish Council. All to notify the Clerk if they know of any elderly or vulnerable residents for the project, for the LAP representative to feedback.</p>  | <b>ALL</b>  |
| 17. | <p><b>Correspondence and circulars received for information only (see Appendix A)</b></p> <ul style="list-style-type: none"> <li>- To review other items as listed for information and consider for next agenda MGT Agenda 6<sup>th</sup> March 2013 – noted that Mr Breuer would be attending.</li> <li>- To consider bids for the CPI footpaths scheme at County Council</li> </ul> <p>This was noted. All to consider and send any footpaths to be included in a bid to the Clerk – well before the deadline 1<sup>st</sup> April 2013. Mrs Cornes to deal with the kissing gate required at Alsager Road, raised by Mrs Pearson.</p> <p>Community Council of Staffordshire events – To include Cara funday and Community Centre events. Mr Breuer to notify Clerk prior to deadline of 8<sup>th</sup> March.</p> <p>Letter from Mr Mitchinson Audley allotments – A thank you letter was received for the work to the security gate. Unfortunately since Friday night, during the half term, vandalism has taken place along with arson to sheds, water butts, green houses. The cost is amounting to several thousands of pounds and there are 9 injured parties so far. Noted that the PSCO Blythe was on leave and PCSO Forrest has only just returned from rest days - so there has been a lack of police.</p> <p>Clerk to reply to Mr Mitchinson to thank him for the letter.</p> <p>Clerk to send a letter to CI Hulme regarding police cover during school holidays. Mr Proctor to provide the wording – to be circulated to all before sending.</p> <p>Mrs Cornes reported that 2 other residents had echoed the concerns raised, although they were pleased with the work at the allotments. Noted that the other issues relate to fires of trees in open spaces. Mr Proctor to suggest that the Fire Brigade speaks to the High School at the next meeting of Sir Thomas Boughey.</p> | <p><b>DC</b></p> <p><b>PB<br/>Clerk</b></p> <p><b>Clerk</b></p> <p><b>BP<br/>Clerk<br/>All</b></p> <p><b>BP</b></p> |
| 18. | <p><b>Clerks Update – See appendix B</b></p> <p>Noted that the Jubilee Trees are due to be planted w/c 25<sup>th</sup> February.</p> <p>Nothing further to report on Margarets Garden, other than soakaway for the car park is not possible and it is not possible to discharge the rain water into the Hall Terrace side. This issue is with the Borough Council.</p> <p>Removal of Trees at Ryehills – this is on private land so no further action.</p>  |   |
| 19. | <p><b>Councillor Reports</b> (for information only/further actions and decisions must be included on next agenda)</p> <p>Mrs Pearson reported that she has received voluntary help arranged through Mark Jones, Community Warden for Margarets Garden. Noted that there was a residents complaint regarding the contractor being parked on double yellow lines.</p> <p>Mrs Beech reported that Playdale are due to install the swing next week.</p>   |   |

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|   | <p>Mr Cornes reported similar problems have been experienced at Newcastle allotments.</p> <p>Mr Wemyss noted that the Voluntary team have been requested to clear up the Alsager Bank Old Railway mineral line.</p> <p>Mr Dolman was unhappy with the quality of the SPCA/Community Council newsletter – Clerk to feedback poor quality print issues.</p> <p>Mr Breuer reported several incidents relating to police issues in Halmer End.</p> <p>Mrs Kinnersley reported that Wood Lane School Governor position is open for nominations.</p> <p>Mr Sproston reported that he is pleased to say that Footpath 66 is almost complete, and is now being used between Halmer End High Street to Bateswood.</p> <p>Mrs Davison reported that the stile at Bluebell Wood has been replaced, and noted that the barrier was still missing on the Borough Council car park by Butchers Arms.</p> <p>Mr Proctor reported that he had attended the Chief Executive interviews at SPCA and an appointment had been made. He had attended the Community Chest review meeting. Mr Proctor has been opening and locking up the Comrade shelter but had a chain installed to keep it open, as it was being closed. It is being well used, but there is litter being dropped. Further to the previous resolution, it was <b>RESOLVED</b> to pay Mrs Edgeley £40 per month to open and close the shelter 9am to dusk every day upon presentation of an invoice to the clerk. To also allow the Drop in to use it on a Friday night as previously agreed. Mr Proctor to liaise with Mrs Edgeley. Mr Mitchinson has been in touch with the Police and Crime Commissioner regarding a Community Project fund of £1m from 1<sup>st</sup> May 2013. It would seem that the youth projects and allotments would be suitable for this fund.</p> | <p><b>Clerk</b></p> <p><b>BP</b></p> |
| 20.   | <p><b>Accounts</b><br/> <b>To approve the Accounts</b><br/> The accounts as per the attached schedule were approved for payment.</p> <p><b>To authorise the closure of an old current account with Lloyds TSB (Acct no is 034200160 sort code 775808</b><br/> Noted that this is not an issue, as the account will be automatically closed by the bank due to it being dormant. Unfortunately there are no current signatories on the Parish Council, so the address has been changed to the Branch of Lloyds at Newcastle.</p> <p><b>To authorise delegate access for Claire Dillow from 4<sup>th</sup> March for online banking</b></p> <p>It was <b>RESOLVED</b> to approve access for Claire Dillow for online banking transactions. The relevant paperwork was signed.</p>   |                                      |
| <p>The following items on the agenda were considered to be of a private nature that should be discussed at the exclusion of the Public and Press, under the Public Bodies (Admission to Meetings) Act 1960 1 (2).</p> |   |                                      |
| 21.   | <p><b>To agree a further letter following the complaint response issued to resident regarding the police surgeries</b></p>  |                                      |

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|     | <p>It was <b>RESOLVED</b> that Mr Proctor and Mr Sproston to offer to speak in person with Mr and Mrs Wilkes to resolve the outstanding issues. Mr Proctor to report back to the next meeting.</p>   | <p><b>BP<br/>TS</b></p>                 |
| 22. | <p><b>Contractual issues</b><br/> <i>To consider the quotes and work required at Riley's Field (pooling of water) - Mr Proctor</i><br/>         To be considered on the next agenda along with the removal of the floodlights.</p> <p><i>To consider suspending Financial Regulations to appoint Fresh Air Fitness to approve the quote for 7 pieces of outdoor fitness equipment at Wereton Road and Miles Green (or sites to be agreed), and to consider installing grass tiles (at additional cost)</i><br/>         This was approved, at a total cost of £10,360 net, following a discount for the grass tiles. The sites were still to be Miles Green and Wereton Road. Clerk authorised to place the order following the grant confirmation. Financial regulations were suspended, as 3 quotes had been obtained but not tenders. Site visits to be arranged to agree locations.</p> <p><i>To consider the appointment of Mrs C Heelis for the Accounts 2012/13 internal audit</i><br/> <b>RESOLVED</b> that Mrs Heelis would be the internal auditor for 2012/13 accounts.</p> | <p><b>Clerk</b></p> <p><b>Clerk</b></p> |
| 23. | <p><b>Staffing Issues</b></p> <ul style="list-style-type: none"> <li>To note the appointment of Mrs C Dillow - Temporary Maternity Cover for the Parish Clerk/RFO and the finish date of the current Clerk</li> </ul> <p>This item was brought forward on the agenda due to allow time to discuss.<br/> <b>RESOLVED</b> to sign the contract for the temporary appointment of Mrs Dillow. Mrs Withington to finish work on Wednesday 6th March.</p>  |   |

The Chairman then declared the meeting closed at 21.40pm