

## AUDLEY RURAL PARISH COUNCIL

MINUTES OF THE **ANNUAL PARISH MEETING** held at Audley Pensioners Hall, on Thursday 20<sup>th</sup> April 2017 at 6.30pm

Present: Chairman: Revd J Taylor (Chair)  
 Councillors: Mr P Breuer, Mrs C Richardson, Mr D Butler, Mr R Garlick, Mr M Whitmore, Mr R Kinnersley, Cllr Frankish, Mr M Dolman, Mr C Cooper, Mr T Sproston, Cllr Beech, Mrs V Pearson, Cllr B Proctor and Mr R Moody

Clerk – Mrs C. Withington

There was 6 members of public present including Audley Fishing Club and Audley Library (ARIC)

Ref.	Item	Action
1.	<b>To receive apologies</b> – Audley Millennium Green Trust sent their apologies. Cllr Beech expected to be late. Mr D Butler sent his apologies.	
2.	<b>To note the approved minutes from last meeting held on 21<sup>st</sup> April 2016</b> These were noted.	
3.	<b>Chairman's Annual Report</b> The Chair read out his Annual report as attached. The Chair thanked the Councillors and the Clerk. Cllr Proctor remarked that the feedback received from members of the public regarding the Christmas Decorations was first class.	
4.	<p><b>Presentation from Community Groups who have received funding support from the Parish Council during 2016-17</b>            Presentations were provided by the Audley Fishing Club and Audley Resource and Information Centre.</p> <p>Mr Billings recapped on where the funds were spent over the last year, which was to make fishing more accessible to disabled people through the provision of special pegs and also to restock the pool. The Parish Council thanked Brian and the officers of the Angling Club for their hard work and efforts. They commented that the club were very professional and efficient in making the site inclusive and safe for disabled people. Noted that the angling club are working with the Halmer End Institute to improve the access between the two sites.</p> <p>Mr and Mrs Hough attended from the library to update on the latest position. They now had insurance and Health and safety cover in place. They had also received several donations from parish organisations and residents. They hope to move to an information centre to include information on the Parish Council, Patients Panel, Children's Centre. The Parish Council were asked to smarten up the noticeboard on the library, which needed attention. There were 25 volunteers who were enthusiastic. Also they are hoping to create a home reader service working with Newcastle library – volunteers will be checked etc in line with safeguarding.</p> <p>Audley Millennium Green Trust provided a written update and thanked the Parish Council for their support. The money being spent on grass cutting. Mr Whitmore also reported that they were looking to raise £1600 on path improvements.</p> <p>Revd Taylor thanked everyone for their attendance and closed the meeting.</p>	<b>Clerk</b>



## AUDLEY RURAL PARISH COUNCIL

ANNUAL REPORT FOR ACTIVITIES IN 2016/17

The Parish Council elections were held on 7<sup>th</sup> May 2015. The results of the elections are below, although there were two co-options due to casual vacancies that occurred after the election. Following changes made by the Borough Council, the next Parish elections will take place in May 2018. Audley Rural Parish Council consists of fifteen councillors and is divided into three Parish wards.

<b>Audley Ward</b>	Councillor	Mr R Moody
	Councillor	Mrs V Pearson
	Councillor	Mrs C Richardson
	Councillor	Mr M Whitmore
<b>Bignall End</b>	Councillor	Mr R Kinnersley
	Councillor	Mrs A Beech
	Councillor	Mr D Butler
	Councillor	Mr H Proctor
	Councillor	Mr M Dolman
<b>Halmer End</b>	Councillor	Rev John Taylor (Chair)
	Councillor	Mrs A Frankish
	Councillor	Mr T Sproston
	Councillor	Mr C Cooper (Vice Chair)
	Councillor	Mr R Garlick
	Councillor	Mr P Breuer

The Parish Council A.G.M takes place May each year. At the 2016 meeting, Rev J Taylor and Mr C Cooper were appointed as Chair and Vice Chair respectively for the ensuing year.

### Council Meetings

Meetings are normally held on the 3<sup>rd</sup> Thursday of each month at various locations around the Parish, there may also be additional meetings during the year to cater for any extra volume of business.

### County and Borough Council Representation

The Parish is represented at Staffordshire County Council by Cllr Ann Beech and at Newcastle Borough Council by Cllr Bert Proctor, Cllr Avril Frankish, Cllr Ann Beech, Cllr Laura Bloor and Cllr Ian Wilkes. The number of Borough Councillors will be reduced and a consultation is underway to change the ward boundaries in the Borough – details can be found here [at www.lgbce.org.uk](http://www.lgbce.org.uk). Borough Council Elections will take place in May 2018.

### Parish Clerk

Our Parish Clerk is Mrs Clare Withington.

### Planning applications

Throughout the year, the Council receives planning applications for consultation.

The Council is committed to avoiding inappropriate developments and is asked by the Planning Authority to express its views on each application and also any comments passed to it by the residents. This they do in an advisory capacity only as the final decision in each case rests with the relevant Planning Authority. Between the period of April 2016 and March 2017 – the Parish Council have commented on 66 applications. Several of them have been called in to the Borough Council's Planning Committee for full deliberation of the decision, usually due to a number of objections and where it involves developing green belt or large developments on the boundary of the Parish.

**Allotments**

The parish has allotment sites at Audley and Halmer End with 75 plots provided between these sites; normally allotments are generally well cultivated. Audley Allotment Association are now the leaseholders of the site at Audley, and continue to improve the site for the benefit of the allotment tenants. There is a waiting list of 7 at Audley and 8 at Halmer End.

**Grant Applications**

A total of 7 applications have received support from the Parish Council. This amounts to funding of £2,650 from Newcastle Borough Council's Community Chest fund.

Audley Fishing Club - Disabled car park/fish stock	£	400.00
Harp of Gold - Party in the Park	£	400.00
Friends of Richard Heathcote School – Forest School	£	400.00
Wood Lane Community Assoc - Windows	£	400.00
Halmer End CIC Institute - Guttering	£	400.00
Friends of Wood Lane School – Dance mats	£	400.00
Audley Library- Start up costs	£	250.00

Other groups have received funding directly from the Parish Council to support their activities that benefit the Parish – including the maintenance of the Millennium Green and hi-vis vests for the school children at Ravensmead Primary.

**Notice Boards**

There are eight Parish Council notice boards situated throughout the parish. These are well used and contain the latest information in relation to the Parish council meetings plus other relevant public sector information.

**Website and publicity**

A website exists to provide Parish information to the wider community. The website is updated at regular intervals, and continues to be visited by many people. Standard information about the Parish Council is also published in Audley Community News.

**Children's Play areas and Wildlife Areas**

The Parish provides and maintains 8 play areas situated at Alsager Road Audley, Albert Street and Bignall End Road in Bignall End, Miles Green, Halmer End, Alsagers Bank and Scot Hay. Play areas are subject to monthly inspections and reports are considered at the parish council meetings. On-going painting and maintenance of all the equipment is carried out as required during the year. Arrangements are in place to monitor the excessive dog fouling on the playing fields and dogs off the leads/excluded. Known people seen allowing their dogs to foul or breach the Dog Control Orders will continue to be reported to the Dog Warden who will issue fixed penalties. New play equipment is being installed at Alsager Road, following consultation with the local children. This will be completed around early summer. To deliver further improvements to the play areas, funding will be invested in new play equipment at Halmer End this year. Sadly, the skateboard ramps at Queen Street have suffered from minor ASB/arson damage. Additionally, to resolve some manufacturing defects on the skate surface, the ramps have been temporarily closed. They will be re-opened once the defects have been dealt with and the ramps are safe to use.

**Annual Maintenance Programme**

The Annual Maintenance programme of the parish assets continues and the contract is awarded to a local contractor to provide a further 2-year maintenance contract until March 2018.

**Parish Bowling Greens**

The Audley Bowling Club continues to thrive, although has been the victim of vandalism. The Halmer End Bowling Club is also doing well with the support from the Halmer End Institute, which is also a thriving community resource.

**Public Seats and Bus Shelters**

A total of 75 seats and 5 parish owned bus shelters are located around the Parish. An ongoing maintenance programme will continue to keep these in good condition. Unfortunately, due to the ongoing ASB issues the Parish Council was faced with the difficult decision of removing the Pensioners Shelter at Castle Hill.

**Leddy's Field**

Leddy's Field is a pleasant wildlife area in the centre of Audley village for the benefit of the parish. A third phase of tree thinning is planned for later in 2017 along with the ongoing routine maintenance. The ASB continues to be a problem with large amounts of rubbish and wheelie bins burned on the site. The Parish Council would urge residents to report these crimes to 101 as soon as they can.

**Bluebell Wood, Alsagers Bank**

This area continues to be monitored for any future work that is required.

**Margaret's Garden, Church Street**

Mrs Pearson continues to maintain this area with the help of volunteers, and it provides a lovely feature for the centre of the village.

**Annual presentations**

The Parish Council annually awards three trophies:

*1. R.W Edwards Community Award*

This award was presented to Mr Mike Joynson for the hard work in getting the Halmer End 'Stute' back up and running again as a thriving asset for Halmer End.

*2. Capewell Naylor Trophy for Services to the Environment*

This award was presented to Mr Rob Moody on behalf of Audley Parish Bowman for their hard work in helping to maintain Leddy's Field.

*3. Elsie Kelsall Young Persons Award*

This award was presented to the pupils (past and present) of Sir Thomas Boughy High School in recognition for their work within the community.

**Millennium Green Trust**

Once again, a payment of £700 was authorised to the Millennium Green Trust for its on-going work. The Trust also continues to be a victim of severe criminal damage and arson.

**Bateswood Park**

Support continues to be provided to the Fishing Group who are doing a great job at Bateswood. Improvements are being made to make fishing accessible to disabled people and to renew the fish.

**Other activities**

The list is endless but here is a summary of a few of the other things carried out by the Parish Council:

- Christmas lights on 4 trees and 11 Christmas streetlight decorations throughout Church Street
- Erection of bunting during the summer months
- Action taken on overgrown hedges by highways/pavements
- Organisation of Remembrance parade and maintenance/cleaning of the War memorials at Alsagers Bank and Audley, and repair and refurbishing Alsagers Bank war memorial

.....Signed .....Dated

- Requesting action from Highways regarding the lack of maintenance of roads and pavements in the Parish
- Supporting Audley in Pink week
- Working with partners to address the ongoing parking issues in the Parish, particularly around the schools and Village centre.
- Donation towards improved CCTV for Audley Community Centre

### **Parish Finances for 2016/17**

A total income of £158,548 was received: Precept (£105,044), Newcastle Borough Council grant (£10,040) for concurrent functions and a grant (£4397) for the reduced council tax base. The rest of the income is from external funding sources such as funding bids. There is approximately £36,000 in reserves.

A total amount of £96,307 was spent as follows:

- 31545 (33%) play equipment (maintenance and investment in new equipment)
- 18786 (20%) on staff costs
- 12460 (13%) on miscellaneous including 11 new Christmas decorations and infrastructure, bunting, maintenance of unadopted land and parish awards
- 12000 (12%) on office administration inc Chair allowance
- 6888 (7%) on VAT
- 5980 (6%) donations to community groups and other S137 activities
- 3211 (3%) Seats, bus shelters, notice boards and grit bins (parish)
- 1631 (2%) footpaths
- 2139 (2%) on wildlife areas (maintenance)
- 1070 (1%) parish bowling greens
- 604 (1%) Allotments

The coming year (2017/18) will see an increase of 0.01p per week (Band D Council Tax) to the Precept, to provide additional funding to invest in new play equipment at Halmer End. More information can be found on the Parish Council website – [www.audleyparishcouncil.org](http://www.audleyparishcouncil.org)

**As Chair of the Parish council I wish to thank all the Councillors for their support during the past year and their efforts on behalf of the Parish.**

**My personal thanks also to the Parish Clerk Mrs. Clare Withington for her help, advice, and her untiring work for the council during my year as Chair.**



Rev J Taylor  
20 April 2017

**AUDLEY RURAL PARISH COUNCIL**

MINUTES OF THE **FULL COUNCIL MEETING** held at Audley Pensioners Hall, on  
Thursday 20<sup>th</sup> April 2017 at 7.00pm

Present: Chairman: Revd J Taylor (Chair)  
Councillors: Mr P Breuer, Mrs C Richardson, Mr R Garlick, Mr M Whitmore, Mr R  
Kinnersley, Cllr A Frankish, Mr M Dolman, Mr C Cooper, Mr T Sproston, Cllr A Beech,  
Mrs V Pearson, Cllr B Proctor and Mr R Moody

Clerk – Mrs C. Withington  
There were 3 members of public present.

Ref.	Item	Action
1.	<b>To receive apologies – Mr D Butler</b>	
2.	<b>To consider approving and signing minutes of the <u>Allotment Committee and Full Parish Council meeting on 16<sup>th</sup> March 2017</u></b> <b>RESOLVED</b> to sign the minutes as a true and accurate record.	
3.	<b>Declaration of interest in any item – Mr Kinnersley reported a declaration of interest in Item 13 – Audley Bowling Club.</b>	
4.	<b>Public Participation:</b> A lady from Halmer End attended the meeting to say how bad the roads and pavements were in the High Street Halmer End.  <b>RESOLVED</b> to bring Item 9 forward on the agenda. The Parish Council were in agreement and recalled a site visit that took place a during 2015 raising the same issues with Highways officers following a walkabout. It was felt that it was a waste of public money patching up the roads. Cllr Beech confirmed that although at the time they expected it to be on the 3 – 5 year programme, however further budget cuts have made it a case of priority first doing away with the programme. Therefore there is no projected date of when this may take place. Cllr Beech will see if there is anything that can be done under the Divisional Highways Programme which is under her control. Cllr Frankish suggested that the whole stretch needed to be carried out otherwise it is not cost effective. <b>RESOLVED</b> that the Parish Clerk writes to Mr Greatbach to complain about the disgraceful state of the roads and pavements in Alsagers Bank and High Street Halmer End which have not had any attention for many years. To also say that they consider it to be a public safety concern for the road users and that it is a misuse of public money to just repair potholes – which break up soon after the repair.	<b>Clerk</b>
5.	<b>Accounts</b> 1. To approve payments/orders, receipts and transfers - <b>Appendix A</b> <b>RESOLVED</b> that this be approved in accordance with the attached schedule. 2. To approved of the bank reconciliation statement and Statement of Accounts for year ending March 2017, and other relevant information in relation to the Audit – <b>Appendix B</b> <b>RESOLVED</b> that this be approved and noted. The Annual Return will be circulated for consideration and sign off at the next meeting, following the internal audit.	<b>Clerk</b>
6.	<b>To review the Asset Register, Financial Risk Assessment and Internal Controls –Appendix C</b> The asset register, risk assessment and internal controls were approved. It was agreed that Cllr Frankish would request an item on the agenda, following receipt of the Internal Audit report and findings, if felt necessary with regards to the financial controls.	<b>AF Clerk</b>

7.	<p><b>Planning - To consider any planning applications received, including:-</b> Cllr Proctor declared an interest and did not take part in the voting</p> <p><b><u>Demolition of existing concrete block barn and construction of new brick garage with gym facilities above</u></b> Dair Nua Barn Great Oak Road Bignall End Newcastle Under Lyme Staffordshire ST7 8NF Ref. No: 17/00255/FUL</p> <p>It was considered to be inappropriate development in the Green Belt, as the general incremental sprawl and changing layout on the site is now encroaching on the Green Belt and changing the outlook. Due to the overall increase across the site, there are no a larger number of vehicles accessing and leaving that site, onto a narrow rural road so there were Highways concerns. <b>RESOLVED</b> to object on these grounds.</p> <p><b>Retention of single storey rear extension to create utility area.</b> 29 The Drive Alsagers Bank Stoke On Trent Staffordshire ST7 8BB Ref. No: 17/00242/FUL   Validated: Tue 21 Mar 2017   Status: Pending Consideration</p> <p>Previous constructions have been erected using permitted development, some however have not. It was felt that the site needs to be looked at in its entirety due to a large 20ft mast erected and a microwave satellite dish (felt to be illegal) and a bio mass boiler. <b>RESOLVED</b> to object on these grounds. Borough Councillors were asked to call this in.</p> <p><b>Proposed new storage container</b> Audley Community Centre Nantwich Road Audley Stoke On Trent Staffordshire ST7 8DH Ref. No: 17/00260/FUL <b>RESOLVED</b> no objections.</p> <p><b>Application for a Certificate of Lawfulness for a proposed single storey orangery extension to the rear</b></p> <p>3 Tomfields Woodlane Staffordshire ST7 8PJ Ref. No: 17/00222/PLD – This was noted.</p> <p><b>Erection of detached garage</b> 160A Heathcote Road Miles Green Stoke-On-Trent Staffordshire ST7 8LL Ref. No: 17/00213/FUL – <b>RESOLVED</b> no objections.</p> <p><b>Variation of condition 2 (substitution of plans with amended drawings 2016 144 006 07 and 2016 144 007 05) of planning permission 15/00588/REM - Application for the approval of reserved matters (appearance, scale and landscaping) relating to 12/00388/OUT for erection of 8 dwellings and associated parking</b> Land Off High Street Halmerend Stoke-On-Trent Staffordshire Ref. No: 17/00214/FUL</p> <p>Discussion took place regarding the changes, which were unclear. It was felt that the original application for the levels and layout of the buildings that were submitted should be upheld to retain the character which has now been reduced beyond recognition. The Planning officers are requested to make a site visit with councillors due to the buildings deviating so much from the original permission. Structurally there are concerns as well due to a coal seam/fault running through the site. <b>RESOLVED</b> to object to the proposed variation.</p> <p><b>Application for a Lawful Development Certificate for proposed loft conversion and dormer windows</b></p> <p>165 Rye Hills Newcastle Under Lyme Staffordshire ST7 8LP Ref. No: 17/00180/PLD - This was noted.</p>	
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	<p><b>NOTICE is hereby given that on the [2nd] February 2017 the Borough Council of NEWCASTLE-UNDER-LYME made a Direction under Article 4(1) of the Town and Country Planning (General Permitted Development) Order 2015 within Audley Conservation Area see <a href="http://www.newcastle-staffs.gov.uk/conservation">www.newcastle-staffs.gov.uk/conservation</a> for further detail</b></p> <p>Cllr Proctor clarified that properties would now need to apply for planning permission for all changes previously allowed under permitted development.</p>	
8.	<p><b>Grants – Community Chest (uncommitted balance £)</b></p> <ul style="list-style-type: none"> <li>To note the new application forms and receive the allocation for 2017/18, and approve the ongoing administration</li> <li>To consider a policy regarding the amount to be supported</li> <li>To consider any applications</li> </ul> <p>There had been no notification of this year's allocation if any. Cllr Beech agreed to chase this up at the Borough Council.</p>	<b>AB</b>
9.	<p><b>To consider issues in relation to the state of the roads pavements in Halmer End – Cllr A Frankish</b></p> <p>This was dealt with under Item 4.</p>	
10.	<p><b>High Street Halmer End signage – Mr P Breuer</b></p> <p>Mr Breuer suggested that better signage along this stretch was required to slow vehicles down due to the single/narrow lanes as a result of heavily parked cars. Also there was a need for double yellows to stop double parking. It was agreed that Mr Breuer would bring a proposal back to the next meeting. Clerk to ask if the police van can be posted there also.</p>	<b>PB Next agenda Clerk</b>
11.	<p><b>To consider a bid for Community Paths Initiative 2017/18 (deadline 31st May)</b></p> <p>Mr Cooper and Mrs Pearson to consider projects and to bring back quotes to the next meeting. Projects to include Alsager Road and Cinder Lane.</p>	<b>Next agenda</b>
12.	<p><b>Update on the use of CCTV – Cllr Proctor</b></p> <p>Cllr Proctor was working with the Police to obtain quotes, which will be brought to the next meeting. In the meantime, the Clerk was to ask if Highway/EON would allow cameras to be fixed to lampposts.</p>	<b>Next agenda Clerk</b>
13.	<p><b>Audley Bowling Club:</b></p> <p><b>To report vandalism issues, and boundary improvements to deter against it</b></p> <p>Criminal damage to the bowling club had taken place involving the shed being broken into and the bowling green damaged. It was noted that despite safety improvements and notices (approved by the Clubs insurance) to deter against further access, some people had access the site again.</p> <p><b>To consider if a formal lease needs to be drawn up between the Bowling Club and the Parish Council</b></p> <p>It was considered that a more robust lease should be drawn up. Clerk to see if there are any examples available of a similar nature and to ask for a quote to do so at Staffs County Council.</p>	<b>Clerk</b>
14.	<p><b>To receive an update from Audley LAP and Police / Parish Liaison Committee – Cllr Beech/Frankish/Proctor</b></p> <p>Cllr Frankish and Cllr Beech reported that the cinema project is ongoing, with quotes being obtained for equipment. Cllr Frankish to liaise with Audley Youth Drop in and also the local youth worker at St James Church.</p> <p>Cllr Proctor reported that a consultation has been held with the people of Boyles Hall Road regarding a no cold calling zone. It was a good turnout with the outcome expected shortly.</p>	<b>AF</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 March and approval of any action required or taken under Delegated Authority- Cleaning up Leddys Field (rubbish), lifebelt from pond</li> </ul>	



	<p>The above was noted and approved. Clerk to ask Mr Hough to repair the fence at Albert Street. Mr Garlick reported around 50 plus youths on the Bignall End Road site. It was agreed to obtain a quote to relocate the basket swing at the site to the rear of the site.</p> <ul style="list-style-type: none"> <li>To note the current position with regards to the Skate Board ramps and consider the other options available</li> </ul> <p>Discussion took place regarding the option suggested to replace with galvanised steel. It was noted that noise could be an issue (although Mr Moody felt that the ramps could be backfilled to absorb noise). It was agreed to ask VICA to replace the 3 or 4 boards that have warped, to see if the boards are just defective, being as the majority are ok. Clerk to request this.</p> <ul style="list-style-type: none"> <li>To make arrangements for the inspection of Bluebell Woods, The Drive Mr Cooper and Mr Garlick to visit the site and report back.</li> <li>To provide a formal response to a resident to purchase land at the rear of Hill Terrace on Leddys Field</li> </ul> <p>Consideration was given to a request. It was <b>RESOLVED</b> that the Council are not in the business of selling off Parish assets or land in the Green Belt. Clerk to respond on that basis, and to ask them to remove their posts forthwith from the Parish Council's land.</p>	<p><b>Clerk</b> <b>Clerk</b> <b>Next agenda</b></p> <p><b>Clerk</b> <b>Next agenda</b></p> <p><b>CC RG</b> <b>Next agenda</b></p> <p><b>Clerk</b></p>
16.	<p><b>Dog Waste bins – Cllr Proctor</b> Cllr Proctor reported that there was a need for additional dog waste bins along Marion's Way, from the Bignall End entrance. Cllr Proctor to bring a proposal to the next meeting.</p>	<b>Next agenda</b>
17.	<p><b>Correspondence and circulars</b> -<i>To review other items received and consider for next agenda</i> <i>Notice of Election for County Councillors – noted.</i> <i>Section 53 – All out elections (parish council elections moved to May 2018) – noted.</i> <i>Aspire - Audley area - The Great Get Together 11th July 2017 – noted.</i> Mayor Elect invitation was received A letter had been received about bus service changes, Clerk to clarify the position with the County Council and then consider the request further. Information regarding the M6 improvements and A500 repairs had been received and circulated.</p>	<b>Clerk</b>
18.	<p><b>Clerks Update – (Appendix D)</b> The Clerk was asked to forward the Highways report to Mr Garlick for Bignall End Road subsidence.</p>	<b>Clerk</b>
19.	<p><b>Councillor Reports</b> (for information only/further actions and decisions must be included on next agenda) The Clerk was asked to follow up on the seats removed from the Audley Working Mens Club. Cllr Beech reported that the work on spraying the footpaths for the new BMX track was to start on Tuesday. Mrs Pearson asked that the chippings and brash be removed from Margaret's Garden following the recent work. Mr Garlick asked that the drains are looked at again at Bignall End Road. He also noted that the barrier had now been painted by Megacre. Revd Taylor reported that he had made several visits to Alsager Road regarding the burst water main further up by the Community Centre. Further work is ongoing and will be reported back regarding the Allotment site and drains.</p>	<p><b>Clerk</b></p> <p><b>Clerk</b></p> <p><b>Clerk</b></p>

