

## AUDLEY RURAL PARISH COUNCIL

MINUTES OF THE **FULL COUNCIL MEETING** held at Audley Pensioners Hall, on Thursday 20<sup>th</sup> January 2016 at 7.00pm

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

Clerk – Mrs C. Withington

There was 5 members of public present.

Ref.	Item	Action
1.	<b>To receive apologies</b> – Mr Sproston and Cllr Beech	
2.	<b>To consider approving and signing minutes</b> of the Meeting of the Parish Council on 15 <sup>th</sup> December 2016 <b>RESOLVED</b> that the minutes be signed as a true and accurate record.	
3.	<b>Declaration of interest in any item</b> None although it was noted that Mr Kinnersley was a member of the Audley Bowling Club.	
4.	<b>Public Participation:</b> It was noted that members of the public wished to speak about the Alsagers Bank footpath. Therefore, it was agreed to bring this item forward on the agenda to allow the public to raise their points in open committee.	
5.	<b>Damage to Alsagers Bank play area access/footpath – Cllr Proctor</b> Cllr Proctor had visited the footpath which belongs to the Alsagers Bank Cricket Club, and provides access to the playing fields and area. It runs alongside the old Poole's Coaches site – now to be an MOT centre. As a result of some work carried out to underpin the rear of the building, a number of concerns had been raised by residents about the use and state of the footpath by HGVs and mini diggers. It was not correct that the building was being altered to allow driveway access from the rear. Additionally, the Cricket Club fence had been removed without their permission. The owners of the business attended the meeting, and stated that they had now spoken to the Cricket Club regarding the issues. They had also met with Laura Brownsword from Planning and had a meeting planned with the Rights of Way officer at the County Council. When the work to underpin the building had finished, they intend to improve the footpath and also reinstate the fence. It was noted that any closure of the footpath may need a temporary stopping up order. Additionally, they need to obtain formal permission from the land owner. A member of the Cricket club was also present, and raised concerns about the removal of the recently erected fence on their land, which has been ripped out with no permission. Also that the contractors were working until 10pm at night on the mini digger and there did not seem to be any regard to Health and Safety of the other footpath users. They was an undertaking given by the business owners that the work would be completed by end of February. Three members left the meeting at this point. <b>To be reviewed in three months' time.</b>	
6.	<b>Planning - To consider any planning applications received, including:-</b> <ul style="list-style-type: none"> <li>• <a href="#">Demolition of existing building and erection of detached two storey dwelling and detached bungalow</a> M E Pierpoint And Son New Road Bignall End Stoke On Trent Staffordshire ST7 8QF Ref. No: 16/01043/FUL Village Env/Delegated</li> </ul> <b>RESOLVED</b> that this be supported.	

	<ul style="list-style-type: none"> <li>• <a href="#">Rear conservatory</a> 22 Heathcote Road Miles Green Stoke-On-Trent Staffordshire ST7 8LH Ref. No: 17/00003/FUL Delegated/Village Env</li> </ul> <p><b>RESOLVED</b> that this be supported.</p> <ul style="list-style-type: none"> <li>• <a href="#">Retention of boundary retaining wall</a> 18 Cherry Tree Road Bignall End Stoke On Trent Staffordshire ST7 8LD Ref. No: 16/01100/FUL Adj to Green Belt/Village Env/Delegated</li> </ul> <p>Noted this was included in error, as it was dealt with at the last meeting.</p> <p>FOR INFO ONLY:</p> <ul style="list-style-type: none"> <li>• <a href="#">Prior notification of a single storey rear extension measuring 4m in depth, 3.5m maximum height and 2.325m to the eaves</a> 83 Nantwich Road Audley Stoke On Trent Staffordshire ST7 8DL Ref. No: 16/01086/LEXNOT</li> <li>• <a href="#">Application for approval of a Construction Management Plan as required by condition 13 of planning permission reference 15/00692/FUL - Erection of 12 Houses</a> Audley Working Mens Club New Road Bignall End Stoke On Trent Staffordshire ST7 8QF Ref. No: 15/00692/CN13</li> </ul>	
7.	<p><b>To approve the Draft budget for 2017/18 and to note the latest position with regards to the S136 funding (£10k) from the Borough Council, and to further consider the impact on the precept – See Appendix A</b></p> <p>It had been suggested that the Borough were considering reducing the S136 grant funding by 25% each year over the next four years. This is subject to final approval. It was <b>RESOLVED</b> to increase the precept by 1p per week to £42.14 per year based on a Band D council tax property. This is to allow for the decrease in borough council funds and to bring funds into the parish for new play equipment. It was also noted that things will only get worse with government funding and also maintaining the parish assets, so the longer term picture will need to be considered.</p>	
8.	<p><b>Audley Bowling Club – request to carry out works to flags and consider a quote</b></p> <p>There were a number of Health and Safety issues with the flags and the ramp at the Bowling Club, which they had inherited when they took over the site. It was <b>RESOLVED</b> to appoint Mr Hough to deal with the urgent jobs. Also in the meantime, only urgent flags will be replaced as and when required. However, a site visit is to be held to look at the larger job of replacing all the flags. Clerk to arrange with Dennis Dale.</p>	<p><b>Clerk</b></p> <p><b>Clerk</b></p>
9.	<p><b>Cllr White – Staffordshire County Council enquiry regarding Parish Council contributions towards debt benefit and consumer advice</b></p> <p>It was noted that the Parish Council are not in the position to fund such a service. Although statistics of the users in the Parish had been requested, they had not been received in time. None the less it was <b>RESOLVED</b> to suggest to the County Council that they approach the banks and lenders for a contribution as they should be providing responsible lending so that people do not need debt advice. Clerk and Chair to formulate a response.</p>	<p><b>Clerk</b></p> <p><b>JT</b></p>
10.	<p><b>Flytipping at Hullocks Pool Road – Cllr Proctor</b></p> <p>This has been on the local news and national news and social media following rubbish dumped containing building material on the road, causing it to be closed. They are hopeful that the investigations will provide evidence to follow up the offence. Cllr Proctor has given an undertaking that he will personally follow up on fly tipping complaints, if people wish to remain anonymous. An article to the same effect has been put in the Audley Community News. It was <b>RESOLVED</b> that the Chair and Clerk write to Mr Farrelly MP asking for him to</p>	<p><b>Clerk</b></p>

	lobby government in increase the penalty. Covert CCTV cameras will be used, as confirmed by the Borough Council. The issue at Cinder Lane has also been resolved.	<b>JT</b>
11.	<b>Grants – Community Chest (committed balance £250 – max £400)</b> Audley Library application pending *£250 Bank details are still awaited for the above application.	
12.	<b>Parking on Church Street by the post office – Mrs C Richardson</b> Mrs Richardson raised the issue of the increase in cars parked outside the Post Office, which causes a problem for the HGVs pulling in and out of Tesco. Additionally they are blocking the pavement. It was <b>RESOLVED</b> that the Clerk writes to Chief Inspector Owen to raise the issue of obstructive parking by the Post Office as a hotspot in the Parish. The Clerk will ask for the costs to enhance the traffic warden service and minutes allocated to the Parish for the Parish Council to consider. Clerk to also ask the Post Office to include a sign for customers to be mindful of other users when they are parking on the pavement. Clerk to check the Post Office premises is the right planning category.	<b>Clerk</b> <b>Clerk</b> <b>Clerk</b> <b>Clerk</b>
13.	<b>Sitting members tendering for Parish council contracts or business – Cllr B Proctor</b> Cllr Proctor stated that following advice given to him from the Local Government Association, and the fact that a legal case was being pursued against a Parish Council as reported by SPCA, it would be prudent to ensure there is total transparency when awarding contracts. The only way to ensure this is the case, in view of the information that Parish Councillors are privy to which could be considered unfair competition, is to have a policy whereby no sitting members of the Audley Rural Parish Council can tender or quote for work of the Audley Rural Parish Council. If they chose to seek work for other parish councils, then this is a matter for them to decide. Mr Whitmore provided clarity as to the background behind his quote, which was at the invitation of the chair, for a previous agenda item. The Council understood issue and Revd Taylor took full responsibility for not fully making himself aware of the implications. It was <b>RESOLVED</b> that this policy be adopted with immediate effect.	
14.	<b>Playing Fields/Wildlife Areas inc:</b> <ul style="list-style-type: none"> <li>To note Play Area Monthly Inspection for January and approval of any action required or taken under Delegated Authority – Glass on Bignall End Road and Miles Green Play area. Broken fence post at Leddys Field</li> </ul> <p>It was noted that damage had occurred to the matting at Bignall End Road. There were more moles on Albert Street, which the Clerk is to instruct Aardwolf to deal with. The wet pour has shrunk at Alsagers Bank, which is to be addressed. Spray paint is to be removed at Leddys Field – Clerk to put Mr Hough in touch with Mr Moody. There had been a bed dumped at Rileys Field and damage again to the fence due to the ball being kicked. Mr Hough to be asked to source alternative fencing to strengthen the section. Also to go ahead with the work to the conifers at Scot Hay play area. The other items dealt with under Delegated authority were noted.</p> <ul style="list-style-type: none"> <li>To note the outcome with regards to the 8 Annual Play Inspections and to appoint a contractor to resolve the low risk items identified – see separate email circulated</li> </ul> <p>It was agreed to seek 3 quotes for the play inspection low risk items.</p> <ul style="list-style-type: none"> <li>To consider the ongoing defects with the skateboard ramps at Queen Street VICA Limited are to visit the site to make modifications to stop the water from pooling underneath. Mr Garlick suggested that the retention timescale starts again from the point that it is made good.</li> <li>To consider making changes to the trip rail at Alsager Road Play area to allow disabled access</li> </ul> <p>A quote was considered to remove a section of trip rail. After much discussion it was agreed to look at what kissing gates would be available which allow</p>	<b>Clerk</b> <b>Clerk</b> <b>Clerk</b> <b>Clerk</b> <b>Clerk</b>

	disabled users (and potentially mobility scooters) while preventing other unwanted use. Clerk to make enquiries.	<b>Clerk Next agenda</b>
15.	<p><b>Correspondence and circulars -To review other items received and consider for next agenda</b></p> <ul style="list-style-type: none"> <li>Request from Elise Turner Heritage Lottery Fund to attend a future meeting</li> </ul> <p>It was agreed that Elise would be invited to provide a short presentation to the community groups at the Parish meeting in April. All community groups to be notified.</p> <p>An urgent item to allow the Audley Parish Bowman the use of Leddys Field on 30<sup>th</sup> April for their annual event was considered. It was approved subject to the usual safety provisions etc.</p>	<b>Clerk</b>
16.	<p><b>Accounts</b></p> <p>1. To approve payments/orders, receipts and transfers – Appendix B</p> <p><b>RESOLVED</b> that the accounts be approved for payment in schedule one and that the subscription for Parish Online is renewed.</p>	
17.	<p><b>To receive an update from Audley LAP and Police / Parish Liaison Committee – Cllr Beech/Frankish/Proctor</b></p> <p>Cllr Proctor stated that the Police meeting continues to meet on the 3<sup>rd</sup> Wednesday of every month. Mr Breuer and Cllr Proctor attended with a PCSO. We now have a 2.5 FTE PCSOs managed by PC Moore. A leaflet will be issued regarding double parking in Wereton Road.</p> <p>The Audley LAP AGM will be held next Tuesday at 10am at Durber Close. A meeting will held on 8<sup>th</sup> February 12 noon to discuss the forthcoming cinema project.</p>	
18.	<p><b>Clerks Update – (Appendix C)</b></p> <p>It was agreed that Cllr Proctor and Mr Garlick would paint the barriers at Megacre.</p>	<b>BP RG</b>
19.	<p><b>Councillor Reports (for information only/further actions and decisions must be included on next agenda)</b></p> <p>Mr Butler reported that the flooding at Megacre has now been resolved. It was agreed that the path at Leddys Field would be discussed at the next meeting.</p> <p>Mr Cooper asked for a dog bin on a footpath at Miles Green, Clerk to ask NBC for a bin, once Mr Cooper has specified where it is on a map.</p> <p>Cllr Frankish reported that the Halmer End Institute is being well attended. The next beer festival in July is being planned. Clerk to send the details of Came and Co to Mr Joynson.</p> <p>Mr Breuer reported that the work ongoing at High Street Halmer End seems to be more intrusive on the landscape than first thought. Clerk to circulate the plans and to see if it is in keeping. To be discussed at the next meeting.</p> <p>Mr Whitmore reported that phase 1 of the Halmer End Institute car park is complete.</p> <p>Revd Taylor reported that a motorbike had been seen on the Borough Council play area at Wood Lane. The issue has now been resolved.</p>	<p><b>Next agenda Clerk CC</b></p> <p><b>Next agenda</b></p>

Meeting closed at 8.55 pm

**Appendix A - Draft Budget 17/18 and Precept scenarios**

HEADING	Actual Spend	Committed spend to end March	Total Expected at end of March	Approved Budget 16-17	Draft Budget 17-18	HEADING
ADMIN Staff Costs / Chair	£ 15,536.08	£ 2,314.00	£ 17,850.08	£ 18,540.00	£ 18,540.00	ADMIN Staff Costs / Chair
ADMIN Office/other/Adverts	£ 9,224.07	£ 515.00	£ 9,739.07	£ 8,500.00	£ 8,500.00	ADMIN Office/other/Adverts
Playing Fields - maintenance	£ 14,586.98	£ 4,066.00	£ 18,652.98	£ 16,000.00	£ 17,000.00	Playing Fields - maintenance
Playing fields - Capital (net of VAT)	£ 16,150.00	£ 60,000.00	£ 76,150.00	£ 60,000.00	£ 60,000.00	Playing fields - Capital (net of VAT)
Bus shelters and Seats	£ 2,056.26	£ 500.00	£ 2,556.26	£ 1,000.00	£ 1,000.00	Bus shelters and Seats
Footpaths	£ 1,615.00	£ -	£ 1,615.00	£ 100.00	£ 100.00	Footpaths
Bowling Greens	£ 400.00	£ 900.00	£ 1,300.00	£ 2,000.00	£ 2,000.00	Bowling Greens
Wildlife Area (Leddys/Marg Garden)	£ 2,019.00	£ 1,050.00	£ 3,069.00	£ 5,000.00	£ 6,000.00	Wildlife Area (Leddys/Marg Garden)
Misc. inc xmas lights	£ 13,432.00	£ 80.00	£ 13,512.00	£ 2,100.00	£ 2,100.00	Misc.
Allotments	£ 299.00	£ 500.00	£ 799.00	£ 1,500.00	£ 1,500.00	Allotments
Donations	£ 4,556.00	£ -	£ 4,556.00	£ 1,000.00	£ 1,000.00	Donations
Comm activities	£ -	£ -	£ -	£ 1,000.00	£ 1,000.00	Comm activities
Capital	£ -	£ -	£ -	£ -	£ -	Capital
VAT TO BE RECLAIMED	£ 6,342.51	£ -	£ 6,342.51	£ -	£ -	VAT TO BE RECLAIMED
<b>TOTAL</b>	<b>£ 86,216.90</b>	<b>£ 69,925.00</b>	<b>£ 156,141.90</b>	<b>£ 116,740.00</b>	<b>£ 118,740.00</b>	<b>TOTAL</b>

RESERVES C/Fwd to 16/17	£32,997.00	Total Expected Spend to end of year	£ 156,141.90	Required Income for Draft budget
Play area contingency	£20,786.12	Total Income (to date)	£ 148,931.02	Precept reqd £ 106,313.00
BY-ELECTION	£ 5,000.00	Expected Spend v's Actual Income to date (-Under/Over)	£ 7,210.88	Section 136 Funding £ 7,530.00
Less add spend from 16/17 utilised (Skate ramps)	£ 7,210.88	Budget 16-17	£ 116,740.00	Council tax support grant £ 4,397.00
		Expected Spend v's Budget (-Under/Over)	£ 39,401.90	Misc income
Est reserves c/f to 17/18 less overspend	£25,786.12			Bank interest
<b>Total reserves c/f to 17-18 including expected income</b>	<b>£34,737.63</b>			Allotment rent £ 500.00
				<b>Total Income £ 118,740.00</b>

<b>Precept requirement to meet 17/18 budget £118,740</b>			
	<b>16/17 (Current Year)</b>	<b>17/18 Opt A - 25% reduction Section 136</b>	<b>17/18 Opt B - 100% reduction S136</b>
Budget requirement (Form A)	£105,044	£ 106,313.00	£113,843
Council Tax Base numbers	2,510	2523	2523
<b>Band D Council Tax per year</b>	<b>£41.85</b>	<b>£42.14</b>	<b>£45.12</b>
This will show an increase on the Council Tax Bill of	139%	1%	19%
<b>Precept analysis</b>			
<b>17/18 precept (Opt A)</b>	£42.14	£0.81 per week	
An increase of		£0.01 per week	
<b>17/18 precept (Opt B)</b>	£45.12	£0.87 per week	
An increase of		£0.07 per week	
16/17 precept	£41.85	£0.80 per week	
15/16 precept	£17.50	£0.34 per week	
National Average Precept	£50.00	£0.96 per week	

**Appendix B– Payments schedule**

Chq/Bacs	TO WHOM PAID	DETAILS	TOTAL INVOICE INC VAT
bacs 107	Mrs C Withington	Land reg reimbursement x 2 Halmer End High Street	12.00
bacs 108	Mrs C Withington	land reg reimbursment x 2 Alsagers bank play area	6.00
bacs 108a	Mrs C Withington	Pension overpayment due to incorrect deductions refund from SCC (deducted from Parish Council's January contribution)	264.29
bacs 108b	Mrs C Withington	Salary Jan total	808.93
bacs 108c	Mrs C Withington	Expenses Jan inc mileage	95.00
bacs 109	Staffordshire Pension scheme	Pension Jan (Less 264.29 overpayment paid to C Withington fr	45.89
bacs 110	H M Revenues and Customs	Tax and NI Jan	112.65
bacs 111	Computershare	Jan child care voucher (243 sacrifice)	282.07
bacs 112	Steve Hough	Play inspection reports	112.00
bacs 112	Steve Hough	ON 97 Leddys Field noticeboard new road entrance	110.00
bacs 112	Steve Hough	New Road - new fence post Leddys	32.00
bacs 112	Steve Hough	ON 8 Broken Glass (ASB) Bignall End Rd, Albert Street	40.00
bacs 115	Wood Lane Community Assoc	newsletter insert	12.00
bacs 116	Staffordshire County Council Legal	Legal Services Sept Oct 16 Station Road	81.00
bacs 117	Staffordshire County Council Legal	Legal Services July 16 Station Road	90.00
bacs 118	PME	Bunting erection/take down Summer)	480.00
		<b>Monthly Total</b>	<b>2583.83</b>