

## AUDLEY RURAL PARISH COUNCIL

MINUTES OF THE **PARISH COUNCIL MEETING** held at Audley Pensioners Hall, Church Street on Thursday 21<sup>st</sup> December 2017 at 7:00pm.

Present: Chairman: Mr R Moody  
 Councillors: Mrs C Richardson, Revd J Taylor, Mr M Whitmore, Mr P Breuer, Mr M Dolman, Mrs V Pearson, Mr C Cooper, Mr D Butler, Mr R Garlick, Mr R Kinnersley  
 Minutes – Clare Withington Clerk  
 There were 6 members of the public present

| Ref. | Item   | Action |
|------|--|--------|
| 1.   | <b>To receive apologies</b> – Cllr B Proctor, Cllr A Frankish, Mr T Sproston.  |        |
| 2.   | <b>To consider approving and signing minutes</b> of the Parish Council meeting on 17 <sup>th</sup> November 2017 - <b>RESOLVED</b> to sign the minutes as a true and accurate record.  |        |
| 3.   | <b>Declaration of interest in any item</b> - Mr Whitmore declared a personal interest in Item 8 due to his role on the Committee.  |        |
| 4.   | <b>Public Participation:</b> Noted that the member of public wished to be comment upon Planning Application 17/00924/FUL in relation to the likelihood of the Section 106 being required and the affordability of it. This was noted, and it was suggested that the applicant make a case to the Borough Council who set the policy and make the decision.   |        |
| 5.   | <p><b>Planning - To consider any planning applications received, including:-</b></p> <ol style="list-style-type: none"> <li>1. <b>Single storey side extension.</b> 21 Barleyfields Audley Stoke-on-Trent Staffordshire ST7 8ED Ref. No: 17/00952/FUL (Village Env/Delegated) <b>RESOLVED</b> that this application be supported.</li> <li>2. <b>Demolition of existing outbuilding and erection of a garage block.</b> Moss House Farm Eardleyend Road Audley Stoke-on-Trent Staffordshire ST7 8NB Ref. No: 17/00944/FUL (Green Belt/Delegated) <b>RESOLVED</b> that subject to the garage being for the purposes of storing vehicles only and not to be used for any residential purpose, it was supported.</li> <li>3. <b>Demolition of fire damaged pair of semi-detached cottages and replacement with one pair of semi-detached cottages</b> Lower Foxley Cottages Alsager Road Audley Stoke On Trent Staffordshire ST7 8JJ Ref. No: 17/00935/FUL (Green Belt/Del) <b>RESOLVED</b> that this be supported in keeping with the existing footprint. There was however some concerns regarding the access to the site, which was not currently available from Alsager Road. A later comment was added that if there were to be Section 106 money available for open spaces, then this should be directed for use at the Audley Millennium Green which is an asset to the community requiring significant investment to maintain it.</li> <li>4. <b>Tree felling &amp; various works to trees around powerlines</b> Leddy's Field Off Hall Street Audley ST7 8EW Ref. No: 17/00938/TCA (Green belt/Delegated) – This was noted.</li> <li>5. <b>Additional siting for 5 no. touring caravans and erection of prefabricated building 7 x 10 metres x 4.4 metres in height</b> The Lodge Red Hall Lane Halmerend Stoke On Trent Staffordshire ST7 8AX Ref. No: 17/00912/FUL (Green Belt/Delegated) – <b>RESOLVED</b> to object to this development on the grounds of overdevelopment resulting in light pollution and noise pollution, which will cause additional harm to the green belt and nature reserve nearby.</li> <li>6. <b>Proposed two storey side extension to existing dwelling</b> Ravens House 11 Ravens Lane Bignall End Stoke On Trent Staffordshire</li> </ol> |        |

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|    | <p>ST7 8PS Ref. No: 17/00907/FUL (Village Env/Delegated) <b>RESOLVED</b> to support this.</p> <p>7. <b>Detached dormer bungalow new build with detached double garage</b> Land Adj 2 Co Operative Lane Halmerend Newcastle Under Lyme Staffordshire ST7 8BL Ref. No: 17/00924/FUL (Village Env/Delegated) <b>RESOLVED</b> to support this application, and to request that in the event that a contribution is agreed (and affordable) it is used to the benefit of the local residents at Halmer End Play Area.</p> <p>8. <b>Replacement of existing agricultural building and an extension</b> Waste Farm High Street Alsagers Bank Staffordshire ST7 8BP Ref. No: 17/00746/FUL (Green Belt/Delegated) <b>RESOLVED</b> to support this.</p> <p>FOR INFO ONLY <b>Prior notification of a single storey rear extension measuring 5.96m in depth, 3.8m maximum height and 2.9m to the eaves</b> 55 Chapel Street Bignall End Newcastle Under Lyme Staffordshire ST7 8QD Ref. No: 17/00961/LEXNOT (Village Env/Delegated) – It was requested that the work take place within working hours only.</p> <p><b>***To note the pending consultation arrangements for the NBC Joint Local Plan Preferred Option*** (Consultation dates not yet known) and consider appropriate publicity/consultation with the Parish</b></p> <p>It was noted that the Preferred Option was being considered at the Borough Council's Planning Committee on 3<sup>rd</sup> January 2018. Public consultation is expected to take place 1<sup>st</sup> February to 1<sup>st</sup> March and all are encouraged to respond.</p>   |   |
| 6. | <p><b>Draft Budget 18/19 – to finalise the precept to be requested – Appendix A</b></p> <p><b>RESOLVED</b> to consider this at the next meeting in January, due to the public meeting to be held on 11<sup>th</sup> January to consider the bus subsidy implications, which will alter the Precept requested. Up until now no public comments have been received.</p>   |   |
| 7. | <p><b>Playing Fields/Wildlife Areas inc:</b></p> <ul style="list-style-type: none"> <li>To note Play Area Monthly Inspection for December and approval of any action required or taken under Delegated Authority – This was noted and the work required to repair the wetpour at Bignall End Road has been ordered. Noted that we will need to monitor the damage at Halmer End due to the ASB.</li> <li>Resident request for clearing Leddys Field of litter by New Road on the bank – <b>RESOLVED</b> that the Audley Parish Bowman carry out a litter pick in that area and invite the resident to assist.</li> <li>Leddys Field Tree work – path issues following work undertaken recently It was noted that the issue was not as bad as first thought due to the ground conditions at this time of year. No further action was required.</li> <li>To approve a quote to repair the skateboard ramp sheet at a cost of £35 <b>RESOLVED</b> to approve the quote.</li> <li>To note the outcome of the Annual Play Inspection (Wicksteed) – See attached and approve actions to the medium risks, to also note the completed actions from last year's Annual Inspection (low to medium risks)</li> </ul> <p><b>RESOLVED</b> to obtain a further 2 quotes for the bow top fencing and to also note the that the low risk items have been completed from last year barring the new signs. It was <b>RESOLVED</b> to remove the damaged springer at Scot Hay Road and to obtain quotes for the next meeting.</p> <ul style="list-style-type: none"> <li>To note the next steps regarding new play facilities at Harrison Close, Halmer End</li> </ul> <p>It was noted that there had been a low turnout to the event, so as a result further consultation would be held with the schools in January.</p> | <p><b>Clerk</b></p> <p><b>Next agenda Clerk</b></p> |

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| 8.  | <p><b>To consider a response in the possible event of the Audley Millennium Green Trust is wound up – Mr M Whitmore</b><br/>Mr Whitmore raised some concerns regarding the sustainability of the green if it were that the Trust are not able to continue. Lengthy discussion was held and it was agreed that this is a valuable community asset and should be retained as such. It was <b>RESOLVED</b> that the Chair and Vice Chair should approach the Trust to offer assistance and understand their plans moving forward, plus also assist to advertise a campaign to get more volunteers on board. In the event that the Trust was disbanded, then the Parish Council agreed in principle to acquire the site to retain it for its current purpose.</p>   | <b>BP<br/>RM</b>                 |
| 9.  | <p><b>To receive a complaint regarding Queen Street Play Area, CARA regarding damage to the fence and a request to further fence in the alleyway</b><br/>This was noted, and it was agreed that the Clerk offer a site visit with the Vice Chair with a further report back if required. The person has been advised to report to 101.</p>  | <b>Clerk<br/>Next<br/>agenda</b> |
| 10. | <p><b>Bus Service – Audley Parish</b><br/>To further consider the outcome of Cllr Proctor’s meeting with First Bus regarding bus service issues and also D&amp;G Bus Services Ltd regarding potential withdrawal of the evening and Sunday/Bank Holiday daytime services from March 2018 and loss of subsidy</p> <p>It was noted that a public meeting is to be held on 11<sup>th</sup> January to discuss the options available to the Parish Council and the financial implications. Cllr Proctor will report back to the next meeting with the outcome.</p>  | <b>BP<br/>Next<br/>agenda</b>    |
|     | <p><b>Correspondence</b></p> <ul style="list-style-type: none"> <li>• Consultation on M6 Junctions 13 to 15 Smart Motorway Variable Mandatory Speed Limit Highways Agency- closes on 21/12/2017 available at <a href="https://highwaysengland.citizenspace.com/he/m6-junctions-13-to-15-smart-motorway-statutory-ins/">https://highwaysengland.citizenspace.com/he/m6-junctions-13-to-15-smart-motorway-statutory-ins/</a> - This was noted.</li> <li>• To note the Traffic Order under the Road Traffic Regulation Act 1984 to introduce No Waiting at Any Time on <b>Hougher Wall Road, Newcastle-under-Lyme</b> – This was noted.</li> <li>• Road Safety Opportunity for Town and Parish Councils – Joint Procurement exercise for Interactive Speeding signs (Staffs PCC) – expression of interest to be put in asap – It was agreed at this stage not to express an interest due to the cost.</li> </ul> |                                  |
|     | <p><b>To receive an update from Audley LAP and Police / Parish Liaison Committee – Cllr Proctor</b><br/>Mr Dolman attended the police liaison meeting, although the police did attend.</p> <ul style="list-style-type: none"> <li>- CCTV update (Alsager Road) and to review the existing cameras Hall Street and New/Old Road</li> </ul> <p>Mr Moody reported that there was a marked difference in incidents and litter on Leddys Field following the CCTV installation. A TRO is due to be applied for after Christmas for the road closure at Alsager Road. Installation will take place before the end of March.</p> <ul style="list-style-type: none"> <li>- Rural Policing team response - Cllr Proctor</li> </ul> <p>This will be discussed at the next meeting.</p>  |                                  |
| 13. | <p><b>To note General Data Protection Regulation in force from May 2018 – following the briefing on 21st November (SPCA) and consider whole council training, and the appointment of a DPO officer via the County Council (approx. £500 per annum) and audit of systems</b></p> <p>The Clerk reported that the implications were not to be taken lightly with</p>   |                                  |

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|     | regards to the new regulations. The appointment of the DPO officer should be an external one due to the expert knowledge required, in the opinion of the Clerk. An information audit should be carried out and the 12 Steps worked through. It was suggested that a working group is formed. Additionally the whole council should attend the training available, as it is a corporate responsibility. This will be discussed when further information is available from SPCA.  |              |
| 14. | <b>Audley Methodist Church problems with CC regarding public footpath – Cllr Proctor</b><br>A written update had been circulated. It was noted that the legal position requires the whole of the path from one side to the other to be unobstructed, not even a bollard would be acceptable. Cllr Beech has been informed of the options, and it could be possible for the Church to request a gating order through the Borough due to the ASB issues. Cllr Proctor is following this up.   |              |
| 15. | <b>Clerks Update – Appendix B</b><br>This was noted. It was suggested that the Audley Allotment Association are encouraged to undertake a litter pick on the Audley site. Clerk is to ask them.   | <b>Clerk</b> |
| 16. | <b>To approve the schedule of payments– See Appendix C</b><br>1. To approve payments/orders, receipts and transfers<br><b>RESOLVED</b> to approve the payments as per the attached schedule.<br>2. To note external auditor appointments for the 2017/18 financial year– Mazzars LLP<br><b>RESOLVED</b> to note this appointment.<br>3. To renew the Clerks subscription to SLCC at a cost of £104 (50% cont)<br><b>RESOLVED</b> to approve the renewal.  |              |
| 17. | <b>Councillor Reports</b> (for information only/further actions and decisions must be included on next agenda)<br>Mr Kinnersley requested that the Clerk reports the pot holes by Hougherwall Road and Tescos, both of which were previously repaired.  | <b>Clerk</b> |
| 18. | <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><br><ul style="list-style-type: none"> <li>To further consider issues in relation to the Borough Council car parks (Church Street) and consider the arrangements for entering into a lease for both car parks – Cllr Proctor</li> </ul> It was noted that a quote for legal costs was in the region of £1000, through the County. It had been suggested that the Borough Council will cover these costs, but this needs to be confirmed. Independent legal advice is required. Cllr Proctor is expecting a lease to be provided in January.<br><ul style="list-style-type: none"> <li>To consider the tendering arrangements for the Annual maintenance contract (April 2018 onwards) and to consider suspending financial regulations and extending the contract for a further 3 years from April 2018 – March 2021</li> </ul> <b>RESOLVED</b> to suspend Financial Regulations and appoint Mr Hough for a further 3 year programme up to a value of £14,500. This was due to the prices remaining the same as the previous 3 years and the high quality and response of the work provided. | <b>Clerk</b> |

Meeting closed at 8.50pm

**Appendix A– Approved Payments schedule**

| <b>BACS</b> | <b>PAYEE</b>                             | <b>Description</b>   | <b>Amount £</b> |
|-------------|--|--|-----------------|
| bacs 110    | Evansigns                                | Alsager Road Sign play area 180 paid   | <b>360.00</b>   |
| bacs 111    | Minnie Pit Centenary Commemoration Group | Donation towards Minnie Pit event  | <b>100.00</b>   |
| bacs 112    | Mrs C Withington                         | Salary Dec total   | <b>1030.48</b>  |
| bacs 113    | Mrs C Withington                         | Expenses Dec   | <b>124.25</b>   |
| bacs 114    | Staffordshire Pension scheme             | Pension Dec  | <b>345.51</b>   |
| bacs 115    | H M Revenues and Customs                 | Tax and NI dec   | <b>218.98</b>   |
| bacs 116    | Mr S Hough                               | ON 17 Play area low risk jobs  | <b>1800.00</b>  |
| bacs 116    | Mr S Hough                               | AM - Cenotaphs cleaned x 2, Leddys topped, 60 seats strimmed, inspection report, leddys footpaths cleared of leaves, glass and litter removed leddys | <b>742.00</b>   |
| bacs 116    | Mr S Hough                               | ON 43 Hedges cut by car park miles green   | <b>280.00</b>   |
| bacs 116    | Mr S Hough                               | ON 54 Leddys - cut back round sign on island and removed leaves at Rileys  | <b>130.00</b>   |
| bacs 116    | Mr S Hough                               | ON 52 Moss Miles Green, Leddys removal of hand rail in pool (ASB), 2 x ton of soil at Miles Green goals  | <b>255.00</b>   |
| bacs 116    | Mr S Hough                               | ON 55 Repair to rileys field   | <b>30.00</b>    |
| bacs 117    | Eurooffice                               | Stationery Batteries and susp files  | <b>31.03</b>    |
| bacs 118    | Eon                                      | Electric testing of Xmas plugs on posts  | <b>145.20</b>   |
| bacs 119    | Wicksteeds                               | Annual Inspection x 9  | <b>486.00</b>   |
| bacs 120    | Audley Pensioners Hall                   | Venue x 7 (monthly meetings) and 1 play area sub mtg plus public meeting 11th Jan  | <b>225.00</b>   |
| bacs 121    | Eurooffice                               | ink  | <b>83.50</b>    |
| bacs 122    | SLCC                                     | Subs 18/19 50% share   | <b>104.00</b>   |
| bacs 123    | Wood Lane Comm Assoc                     | Advert for Issue 69  | <b>12.00</b>    |
| bacs 124    | Ron Kinnersley                           | Mileage to SPCA and return 4th December  | <b>23.40</b>    |
|             |  | <b>Monthly Total</b>   | <b>6526.35</b>  |

**Total transfer required to current account: £6500**

**Appendix A – Draft Budget 18/19**

| HEADING                               | Draft Budget 18/19  | Notes                                 |
|---------------------------------------|---------------------|---------------------------------------|
| ADMIN                                 |                     |                                       |
| Staff Costs / Chair                   | £ 20,000.00         |                                       |
| ADMIN                                 |                     |                                       |
| Office/other/Adverts                  | £ 8,500.00          |                                       |
| Playing                               |                     |                                       |
| Fields - maintenance                  | £ 17,000.00         |                                       |
| Bus Subsidy                           | £ 43,500.00         | TO BE CONFIRMED                       |
| Playing fields - Capital (net of VAT) | £ 60,000.00         | Albert Street Play area               |
| Car parks x 2                         | £ 3,500.00          | 3.5 legal fees via NBC                |
| Bus shelters and Seats                | £ 1,000.00          |                                       |
| Footpaths                             | £ 100.00            |                                       |
| Bowling                               |                     |                                       |
| Greens                                | £ 2,000.00          |                                       |
| Wildlife                              |                     |                                       |
| Area (Leddys/Marg Garden)             | £ 2,000.00          | Tree Thinning work postponed to 19/20 |
| Misc.                                 | £ 2,100.00          |                                       |
| Allotments                            | £ 1,500.00          |                                       |
| Donations                             | £ 1,000.00          |                                       |
| Comm activities                       | £ 1,000.00          |                                       |
| Capital                               | £ -                 |                                       |
| VAT TO BE RECLAIMED                   | £ -                 |                                       |
| <b>TOTAL</b>                          | <b>£ 163,200.00</b> |                                       |

**Required Income for Draft budget 18/19**

|  |                     |
|--|---------------------|
| Precept reqd                             | £ 153,183.00        |
| Section 136 Funding (incs 25% reduction) | £ 5,020.00          |
| Council tax support grant                | £ 4,397.00          |
| Misc income                              | £                   |
| Bank interest                            | £                   |
| Allotment rent                           | £ 600.00            |
| VAT reclaim                              | £                   |
| <b>Total Income</b>                      | <b>£ 163,200.00</b> |

**Precept requirement to meet 18/19 draft budget**

|                                    | 17/18<br>(Current Year) | 18/19<br>Opt A - no<br>CSTG<br>reduction | 18/19<br>Opt B - 100%<br>CTSG reduction |
|------------------------------------|-------------------------|--|---|
| Budget requirement (Form A)        | £ 106,313.00            | £ 153,183.00                             | £ 157,580.00                            |
| Council Tax Base numbers           | 2,523                   | 2523                                     | 2523                                    |
| <b>Band D Council Tax per year</b> | <b>£42.14</b>           | <b>£60.71</b>                            | <b>£62.46</b>                           |
| <b>Precept analysis</b>            |                         |  |   |
| <b>18/19 precept (Opt A)</b>       | £60.71                  | £1.17 per week                           |   |
| An increase of                     |                         | £0.36 per week                           |   |
| <b>18/19 precept (Opt B)</b>       | £62.46                  | £1.20 per week                           |   |
| An increase of                     |                         | £0.39 per week                           |   |
| 17/18 precept                      | £42.14                  | £0.81 per week                           |   |