

AUDLEY RURAL PARISH COUNCIL

MINUTES OF THE **FULL COUNCIL MEETING** of the Parish Council held by Zoom, on Thursday 19th November 2020 at 6.00pm

Present:

Chair: Mr N Hayes (NH)

Councillors:, Mrs C Richardson (CR), Mrs V Pearson (VP), Mr R Moody (RM), Mr M Joynson (MJ), Mr D Jervis (DJ), Mr Nick Crisp (NC), Mrs N Myatt (NM), Mr C Cooper (CC), Mrs Josie Leydon (JL), Mr Daniel Keen (DK) and Mr Ian Rowley (IR)

Clerk – Mrs C Withington

There were no members of public in attendance.

	Item	Action
1.	<p>To sign the declaration of office for the 3 new parish councillors (1 Halmer End and 2 Bignall End) The new parish councillors were welcomed to the Parish Council. The declaration of office were signed by Mr Ian Rowley and Mr Daniel Keen via Zoom to be returned to the Clerk. Mrs Josie Leydon has already returned her declaration of office. It was noted that the Disclosure of Pecuniary interests and the contact details also need to be returned.</p>	<p>Clerk DK IR</p>
2.	<p>To receive apologies - Anna Borowski, Mr Ron Garlick</p>	
3.	<p><u>To consider approving the Full Council meeting on 15th October 2020 and to be signed by the Chair outside of the meeting along with previous approved minutes back to March 2020</u> Matter arising from a previous resolution – It was agreed that as we had not resolved the issue with the one SID located on Nantwich Road and traffic is now speeding the other way, a further SID will be located by end of the row of houses before Quarry Cottages at a cost of up to £2k plus £400 for the post. RESOLVED to purchase SID for Nantwich Road to alleviate the speeding vehicles. DJ noted that NBC have now insisted that we use their approved contractor for the previously agreed work at Bignall End Road car park. A site meeting has been held to look at the Bignall End Road informal car park. Prices to be brought to the next meeting.</p>	<p>Clerk Next Agenda</p>
4.	<p>Declaration of Disclosable Pecuniary interest in any item on the agenda Cath Richardson item 15.7 Appendix H – Payment Schedule – DJ, DK and CR. Item 19.5 - Halmer End – MJ reimbursement of costs.</p>	
5.	<p>Public Participation: None</p>	
6.	<p>Covid 19 matters – Further considerations</p> <ul style="list-style-type: none"> - To note lockdown and closure of Rileys Field MUGA and Miles Green Outdoor Gym, Queen Street Skate park remains closed – Noted. RESOLVED that the Clerk will send the replacement signs to Steve Hough to replace at Halmer End which will be coated with anti vandal paint on the wallet to stop people from pulling them off intentionally. <p>Other matters – Audley Parish Bowman no longer using Leddys Field.</p>	
7.	<p>Budget - see Appendix A To note the budget update for this year and approve the increase in line with spend (20/21) – using earmarked reserves from 2019/20 (car park, Albert Street) and general reserves – RESOLVED to approve the reserves and budget update.</p>	

	<p>To further consider budget priorities for next year 2021/22 and finalise a draft budget/precept request – A draft budget was discussed.</p> <p>It was suggested that we could have a community ranger provided by NBC through Streetscene for approx £35k full time which could be shared with another parish. It was suggested that we approach Betley to ask if they would share if Madeley wouldn't (as Madeley were also looking to do the same but potentially through self employment). The Clerk was to confirm first of all if the option was still available as the original proposal was last discussed in 2018 with another parish.</p> <p>To then circulate the role to all parish councillors and to then ask Betley if they would consider sharing a role. A Zoom meeting for questions and answer session with NBC will be held and the SLA circulated for further consideration.</p> <p>CC suggested we include another piece of land for parish allotments eg the site at the back of Alsager Road play area as allotment site – which is part of the Pear Tree Farm holding. CC felt we may be able to lease or receive the land as a gift from the County Council. Clerk to ask the County Council Farm Manager.</p> <p>All to consider projects for the budget for the next meeting and send in their costed suggestions in advance of the next agenda being issued.</p> <p>Community enforcement officer – budget. Clerk to chase up with Stoke on Trent City Council with regards to additional hours for ticketing. PCSO funding to be considered with the police at the meeting to be arranged.</p>	<p>Clerk</p> <p>Clerk Clerk</p> <p>Next agenda</p> <p>Clerk</p> <p>ALL</p> <p>Clerk Next agenda</p>
8.	<p>To note the completion of the Audit of Accounts 2019/20 - Appendix B Noted external audit is now complete with no issues.</p>	
9.	<p>Policing Matters To note the meeting held with Borough Councillor Moffat and Police re ASB –The meeting was held with PCllrs Nick Crisp, Chris Cooper, Val Pearson, BCllr Sue Moffat, Trevor Smith (NBC Partnerships), PCSO Damian Wright and C Withington Parish Clerk. Apologies were received from Mike Joynson.</p> <p>Noted there are 2 PCs - Wilson and Egan and 3 PCSOs – Wright, Crank, Hodgkinson covering this area.</p> <p>There has been an increase in crime in Halmer End (Bateswood) and Queen Street over the summer due to some large groups gathering and ASB. Some were unidentified but now have been confirmed as coming from Chesterton, Silverdale, Cross Heath and Knutton. Drug dealing has been reported Alsagers Bank and Bignall End with a search warrant executed. Recently there have been theft of motorbikes from Bignall End and van break ins in the village. Also there have been a lack of calls to report incidents. All to encourage people to report as this is what determines the hot spots for resources.</p> <p>It was agreed to look at schools' projects regarding drugs and ASB. Also suggested that the police should ascertain who has CCTV privately in the parish to use that to assist with detection of crime.</p> <p>It was agreed an article should be put in the next edition of the Audley Community News when it goes to print to encourage people to report and report the action taken when it has been reported. Plus also to explain what interventions and consequences are available to tackle ASB etc. SM to look at funding for schools with Robin Wiles. Phone numbers, websites and Facebook messenger to report crimes to be circulated.</p> <p>To note the increase in crime over recent weeks – Chair and Vice Chair to request a meeting with Local Policing Team Commander regarding policing levels and crime stats and action taken when there is crime reported.</p>	<p>ALL</p> <p>Clerk DJ NH</p>

	<p>To consider purchasing a laptop for the Police to access CCTV footage directly - RESOLVED to approve a laptop purchase up to a value of £400. Clerk to confirm there is no other PC available and also that it will they be used for other parishes and if to look to share the cost. Noted that the CCTV should be accessed from the police directly – NH to ensure it can be accessible with the contractor.</p>	<p>Clerk NH</p>
10.	<p>Planning - To consider any planning applications received, including:-</p> <ol style="list-style-type: none"> 1. <u>Open veranda area to front of dwelling and move front door access forward slightly</u> 8 Minnie Close Newcastle Under Lyme Staffordshire ST7 8BY Ref. No: 20/00854/FUL Delegated/Village – RESOLVED to support. 2. <u>Application for the variation of condition 4 of planning permission ref 17/00935/FUL (Demolition of fire damaged pair of semi-detached cottages and replacement with one pair of semi-detached cottages) to secure the provision of bat mitigation measures</u> Lower Foxley Cottages Alsager Road Audley Stoke On Trent Staffordshire ST7 8JJ Ref. No: 20/00850/FUL Green Belt/Delegated- RESOLVED to request that the bat boxes should also include access to the loft of the building. 3. <u>Erection of a replacement agricultural building</u> Eardley Hall Farm Cross Lane Audley Staffordshire ST7 8ND Ref. No: 20/00807/FUL Green belt/delegated – RESOLVED to support. 4. <u>Pole barn constructed of wood and metal sheets surrounding this. The barn is needed to house a 3.5 ton horsebox and tractor implements, there will also be a few bales of hay stored at one end</u> Greenways Boon Hill Road Bignall End Staffordshire ST7 8LF Ref. No: 20/00715/FUL Green belt/delegated RESOLVED to support. 5. <u>20/00934/FUL Change of use of field to carpark and retain mobile storage container on site Wood Lane Cricket And Sports Club Megacre Wood Lane Stoke On Trent Staffordshire ST7 8PA</u> - Green belt/delegated – RESOLVED that it retains its status as green belt and return to farming and agricultural. 6. Update on the Joint Local Plan (if available) – No update as yet. 7. To approve comments on Betley, Balterley and Winehill Neighbourhood Plan consultation runs from 8th October to 27th November 2020 https://www.bbwwplan.org/ - As at Appendix C RESOLVED to submit the comments as attached. 	<p>Clerk</p>
11.	<p>Consideration of a Neighbourhood Plan for Audley Parish (note that this would be a policies and design code plan only with no housing allocation sites due to timescale of the emerging JLP which will set housing) – see attached guidance Appendix D If considered appropriate then :</p> <ol style="list-style-type: none"> 1. Parish Councillors to volunteer to form a Steering group with a Chair who will act as the lead co-ordinator for the Plan and will draft terms of reference for approval at next Parish Council meeting 2. Consider appointing external administration assistance to pursue funding and to assist in the co-ordination of the Plan with the Chair/Steering Group – see attached example quote Appendix E 3. Consider appointing an external consultant (with the view of this being grant funded if successful) estimated to be £10,000 – quote to be circulated Appendix E <p>Clerk noted that the time required to do this of the Parish Councillors as it will need to be steered by local people. It was noted that it would take one year to get it to draft policies drafted to steer future development and it would take 18</p>	

	<p>months to get it to Regulation 14. Careful consideration needs to be given as to whether or not there are resources available both internal and externally. VP noted that it would need someone very keen and able to manage it. All to consider it carefully and if there are local external people who might be able to form the steering group. Clerk to circulate the local website re Development Joint Local Plan for NH to contact. Clerk to ask Madeley NP co-ordinator to provide a talk regarding the input required.</p> <p>4. To resolve to request that Newcastle Borough Council formally start the process to designate Audley Parish as a Neighbourhood Plan area in advance of the Steering Group being appointed- RESOLVED to seek this in order to move it forward, although decision has not yet been agreed on the plan.</p>	<p>ALL Clerk Clerk NH</p> <p>Clerk</p>
12	<p>GDPR (standing item)</p> <ul style="list-style-type: none"> • Data breaches/Subject Access requests/Information Security – reminder of responsibilities – Noted. • Website Accessibility update – now complete – Noted. 	
13.	<p>Highways</p> <p>To ratify the extra costs for the Nantwich Road siding (2 days and traffic management) – RESOLVED £790 and £650 – approx. £1440.</p>	
14.	<p>Butchers Arms Car Park</p> <p>To carry out work to Butchers Arms car park – install fence at rear and carry out tidying up works (subject to approval from Borough Council) – Permitted development to carry out fence at rear of site. Awaiting feedback from Borough Council on other aspects. A land registry check to be done on the land at the rear and the boundary between Wilbrahams House to ascertain who is responsible.</p> <p>To note approval given to use Butchers Arm car park as temporary storage during the churchyard wall work - Noted this was approved via delegated authority.</p>	Clerk
15.	<p>To consider removing and refurbishing the unkempt pit coal truck (Crackley Gate) costs to be notified – Mr M Joynson</p> <ol style="list-style-type: none"> 1) Railway Halmer End – already in progress – unadopted - MJ has approached the Railway Inn regarding adoption. 2) Bignall Hill – good condition CAGOO 3) Scot Hay village centre – looked after by SHRA 4) Audley Comm centre – looked after by Audley Comm Centre 5) Leycett by Crackley Gates - needs repair and removing from where – (SHRA) - MJ has permission from Apedale to remove it and confirmed there will be no costs to the Parish Council to refurbish it at Halmer End Institute. However we will need to fund the costs to remove it although MJ hoped this might be done for free. Costs to be notified to the Parish Council for removal only if necessary. 	MJ
16.	<p>Christmas lights project Church Street retail - update on installation issues and costs</p> <p>Blachere have reneged on the quote to install disappointedly. The Clerk has now sought the services of PME who have agreed to install for £800 (£1k cheaper) in line with tree of light on 27th Nov. RESOLVED to approve this.</p>	Clerk
17.	<p>Remembrance Day parade (8th November) – to note the decision taken to cancel – Noted. RESOLVED that we do not charge the Bowman and waiver the rent in view of their input and the cancellation at short notice.</p>	Clerk
18.	<p>Standing item – CCTV</p> <ol style="list-style-type: none"> 1. To note the maintenance report and any actions to be taken (September now received) – Noted now received and in order. 	

	<p>2. To note requests for footage from Police - Request provided to the contractor to download – 2 requests made.</p> <p>3. To receive an update from the Chair regarding the Borough Council's system on the likely costs - deferred</p> <p>4. To receive an update on the Halmer End CCTV (and approve quote to install if other issues resolved) – Mr N Hayes – Hopefully this will be sorted for remote access on Monday with the SIM Cards. See what happens on Monday and if not go down the route that DJ suggested for Halmer End. NH will lead on the proposed camera.</p>	NH
19.	<p>Playing Fields/Wildlife Areas/Car park inc:</p> <p>1. Albert Street Play area update – to note tendering process is now underway.</p> <p>2. To note Play Area Monthly Inspection for Nov and approval of any action required or taken under Delegated Authority including – Bignall End Road ASB, Leddys Field ASB, Miles Green tape off outdoor equipment and Rileys Field, weed spraying at Alsagers Bank Cenotaph</p> <p>3. To note the outcome of the Annual Play inspection and to approve any actions– see Appendix F – Miles Green wetpour and Queen Street medium risks – noted and agreed to pursue the above.</p> <p>4. To refill the Parish Grit bins at a cost of £296.00 – RESOLVED approved.</p> <p>5. Wildflower Strip Halmer End Play area - to approve extra costs – Mr M Joynson – No longer required for approval.</p> <p>6. To consider a quote to improve the access to Halmer End play area – Mr M Joynson –DJ and MJ to meet to discuss the works before confirming the price of £580 is acceptable for the ramp. DJ to report back if the work is acceptable and for it to be installed due to Health and Safety concerns.</p> <p>7. To approve quote to trim perimeter of land and remove rubble to allow grass cutting – Mr M Joynson – DJ and MJ to look at this and confirm if the price supplied is acceptable for the land to be cleared of rubble. It was agreed to pay BBGS £100 as quoted for the perimeter.</p> <p>8. To approve a quote to repair damaged seat on Alsagers Bank – RESOLVED to approve the cost of £20 to make safe. Quote to be considered for an alternative as the concrete is irreparable. To be considered for the next agenda for steel bench.</p>	<p>Clerk</p> <p>Clerk</p> <p>DJ MJ Clerk</p> <p>DJ MJ Clerk</p> <p>Next agenda</p>
20.	<p>Hougherwall Road –verge/tree cut down (unadopted land) to consider a letter to neighbour to tidy up site – Mr C Cooper</p> <p>Clerk to write to the neighbour to ask to make safe following removal of the tree. Following the letter, the Clerk to ask Steve Hough to tidy the site up.</p>	Clerk
21.	<p>Correspondence and circulars -To review other items received and consider for next agenda</p> <p>- Letter from property re mini roundabout Alsager Road (request passed to Highways) (being reviewed by Highways officers) to turn it back into Halt/ Give Way – this will be reviewed next year. Noted that it might not be the right thing to remove it as this could cause issues for HGVs entering the village as a cut through. Clerk to inform the residents.</p> <p>- Letter requested to be sent to property re overgrown hedge Stephens Way – RESOLVED to approve.</p>	<p>Clerk</p> <p>Clerk</p>
22.	<p>Clerks Update – (Appendix G)</p> <p>Audley Allot letter- site visit with resident Chair and Ian Rowley to be arranged once lockdown has been eased.</p>	Clerk NH IR
23.	<p>Councillor Reports (for information only/further actions and decisions must be included on next agenda)</p> <p>DJ reported that there is a tree at Bonnie Braes farm (right) tree on left that is leaning and needs to be reported.</p>	Clerk Clerk

	<p>DJ requested the chair's report to go out everyone to spread good news. VP leaves on New Road now removed. NJ to report Hougher Wall Road leaves on the pavement. Clerk to send the link out to all to report for Staffs County Council and Newcastle Borough Council. MJ suggested FixMyStreet. RM to report leaves on Queen Street. MJ approached by Castle Stores asked for loading and unloading bay. Clerk to forward to Ann Beech.</p>	<p>NH NJ Clerk ALL Clerk</p>
24.	<p>Payments and Finance 1. To approve the attached Payments and note receipts – see Appendix H RESOLVED to approve the payments as attached. To appoint an internal auditor for Accounts ending 2020/21 – next meeting</p>	<p>Clerk Next Agenda</p>
25.	<p>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: 1. Queen Street/CARA park site issues – update and next steps (hedge cutting) RESOLVED to appoint carry out the tarmac repair as necessary as per quote and the recommendations in the report. Hedge cutting to be considered once the heras fencing is down.</p>	<p>Clerk</p>

DRAFT

Approved Payments Schedule November 2020

Chq/Bacs	TO WHOM PAID	DETAILS	TOTAL INVOICE INC VAT
bacs 142	Mrs C Withington	Stamps and recorded del (Allots term)	19.72
bacs 143	Mrs C Withington	Letters Allots Skips - Stamps	4.56
bacs 144	Potteries Waste	Skip for Audley Allotments PAID	228.00
bacs 145	Blachere	Lights and install part payment PAID	3788.88
bacs 146	Mrs C Withington	Stamps reimbursement - Remembrance day (first class)	9.12
bacs 147	Mrs C Withington	Stamps - Allots skips (first class)	3.70
bacs 148	Mrs C Withington	Stamps - spares agendas etc (first class)	36.48
bacs 149	Halmer End CIC Mike Joynton	Reimbursement for turf cutter (halmer end) PAID	83.28
bacs 150	WM Riley	Materials - (Credit of 15.00 for unused marker paint)	29.86
bacs 151	D & G Bus	Oct bus subsidy	2149.42
bacs 152	Staffs County Council	Legal fees Scot hay land	57.00
bacs 153	EE	Rental for Sim Cards October	45.60
bacs 154	Mrs C Withington	Diglake Cottages land next plough land reg	6.00
bacs 155	North Staffs Fire	Extinguisher Bowling Club service - extra to meet regs	68.40
bacs 156	Buzzy Bee garden services	Strim Halmer end play area by stute and power, Strim audley allots,	170.00
bacs 157	Buzzy Bee garden services	Plot numbers Halmer End	20.00
bacs 158	Mrs C Withington	Salary Nov	1489.70
bacs 159	Mrs C Withington	Expenses Nov	95.00
bacs 160	Staffordshire Pension scheme	Pension Nov	641.50
bacs 161	H M Revenues and Customs	Tax and NI Nov	563.14
bacs 162	Steve Hough	AM Grass cutting x 2 (13 & 14), Alsagers bank H/End M garden x 1, Scot Hay land, Alsager Rd triangle, Lifebelts and seats leddys, Seats x 60, Strimming round new play equipment Halmer end and Alsager Rd, inspection reports	1792.00
bacs 162	Steve Hough	ON 20 Queen Street inspections Oct - 7, 14, 21, 28	60.00
bacs 162	Steve Hough	ON 70 Leddys Bin 5/10, 12/10, 26/10, 2/11	80.00
bacs 162	Steve Hough	ON 20 Batteries VAS 14th Oct	25.00
bacs 162	Steve Hough	ON 29 Leddys ASB rubbish and litter	50.00
bacs 162	Steve Hough	AM Cenotaph Clean x 2 and tidy up	120.00
bacs 162	Steve Hough	ON 83 Replaced missing Covid signs (41) Halmer End etc	100.00
bacs 162	Steve Hough	Poppies tied on cenotaphs etc x 2	40.00
bacs 162	Steve Hough	ON 35 Nantwich Road siding 2 of 4 days	790.00
bacs 163	Wickstead	Play inspection annual x 9	720.00
bacs 164	JPD Security Ltd/DBS security	Rent November hire CCTV	378.00
bacs 165	Royal British legion poppy appeal	Poppy wreaths x 2 and donation £34	68.00
bacs 166	Booths	Roof Repair Audley Bowling Club (note contribution 1395) TBC	2790.00
bacs 167	Audley Brass Band	Donation	200.00
bacs 168	Redoko	Website accessibility	450.00
bacs 169	Buzzy Bee garden services	Poppies ON 34, Spray gravel A/B Cenotaph, Tidy up pit tub Halmer End	155.00
bacs 170	Potteries Waste	Skip for Halmer End Allots	228.00
bacs 171	Duttons TM	TM for Nantwich Road x 2 (1 of 2)	870.00
		Monthly Total	18425.36

Audley Rural Parish Council comments on Betley Neighbourhood Plan

Overall, we support the draft neighbourhood plan and noted that it has lots of positive references to the conservation of the area and green spaces. In reference to the Regulation-14 consultation we would like to make the following points:

- The policy wording in some cases is about enabling for example saying 'should'. It is suggested that this could be changed to 'must', strengthening to achieve the desired outcome.
- The timing of the Betley NP will coincide with the emerging JLP, which may seek to maximise economic growth in the Borough and therefore could look to create circa 36k houses in the Borough over the plan period. We wonder how this NP will deal with a potential increase at this late stage, given that the JLP will be looking to all rural Parishes, especially those considered to be Rural Centres, to contribute and fulfil the overall housing numbers. Numbers are already emerging from the evidence base for the borough and as a result may look to change the status of land to provide the housing supply.
- We note that the Parish Council Action (ref 1.5) that you intend to change traffic signage and priority routing at Gorsty to reduce the volume through the village. We would welcome further clarity and if necessary, consultation on how you plan to achieve this.
- There seems to be little or no reference to addressing issues outside of the core of the village envelope but within the Parish eg outlying areas such as Balterley.
- Suggest that in policy 'BBW7 Supporting Conversions of Existing Buildings for Small Scale Business Development' is more explicit about the type of buildings that can be converted as this enables the conversion of any type subject to the policy criteria. This may have unintended consequences.
- Policy 'BBW8 Supporting Homeworking' requires some amendment to remove the part that is covered by permitted development rights, this could be moved to the rationale section. It is suggested that the policy is re-worded to simply include the element about the delivery of high-speed broadband as homeworking is generally PD and does not require permission.