

KINGSTONE PARISH COUNCIL MEETING HELD ON TUESDAY 14th NOVEMBER 2017 AT 7.30 P.M.

1) **PRESENT** – Cllrs Mr R Pickett, Mr N Green, Mr T Bevan, Mrs T Rees, Mrs S Capewell and one member of public.

2) **APOLOGIES** – It was **RESOLVED** to accept the apologies given by Cllr Mr C James and Mr C Talbot, proposed by Cllr Mr N Green, seconded by Cllr Mr T Bevan, with no objections raised.

3) **PUBLIC SESSION**

The following items were raised in the public session:-

- 70th wedding anniversary of the Queen and Prince Philip – a request for funding of £50 was made by a parishioner towards the village celebration of this event (street party to be held in the village hall)

4) **MINUTES OF LAST MEETING** – It was **RESOLVED** to accept the minutes of the meeting held on Tuesday 19th September 2017, proposed by Cllr Mr T Bevan, seconded by Cllr Mr R Pickett and signed by the Chairman and clerk.

5) **MATTERS ARISING FROM MINUTES of meeting held on Tuesday 19th September 2017**

- **Local policing** – local issues were discussed. **ACTION** – clerk to send list of issues to PCSO's and invite them to the next meeting.

6) **AGENDA**

a) **Playing field – playground inspections**

Play equipment – safety checks have been received for March, July and October and the general condition of the play area was discussed. The Chairman reminded councillors of the play area rota for the forthcoming months and the importance of checking all parts of the play area and fields, including fastenings such as bolts and screws. The rota for the year is as follows:-

Jan	Cllr Mr T Bevan	Feb	Cllr Mr N Green	Mar	Cllr Mrs T Rees
Apr	Cllr Mr R Pickett	May	Cllr Mr T Bevan	June	Cllr Mr N Green
July	Cllr Mrs T Rees	Aug	Cllr Mr R Pickett	Sep	Cllr Mr T Bevan
Oct	Cllr Mr N Green	Nov	Cllr Mrs T Rees	Dec	Cllr Mr R Pickett

The bus shelter has been included on the safety inspection forms, to be inspected once per month. **ACTION** – Councillors to return safety check forms for January and September to the clerk.

Cllr Mr N Green to undertake safety checks for second half of November. The conifer hedge has been cut for this season. **ACTION** – Cllr Mr N Green to mow the area previously enclosed by the heras fencing. **ACTION** – clerk to circulate play area inspection rota for 2018 to councillors.

Play equipment issues were raised and discussed as follows:-

- Missing bolt cover on adventure trail kit – **ACTION** - Cllr Mr R Pickett to replace
- Muga signage – **ACTION** – clerk to replace
- Adventure trail kit – **ACTION** - Cllr Mr T Bevan to adjust chains
- Changing rooms – continue to monitor, signs have now been displayed.
- Kerb stone by tennis courts – continue to monitor

Grounds maintenance contract for next year – this was discussed and a schedule produced - **ACTION** – clerk to obtain quotes for next season, in preparation for discussion at a future meeting.

The new climbing frame has been installed and it was **RESOLVED** for Cllrs Mr T Bevan and Mr N Green to complete the hand-over pending completion of any remaining snagging issues and receipt of a satisfactory post-installation safety inspection report and relevant maintenance schedule information, proposed by Cllr Mr N Green, seconded by Cllr Mrs T Rees, with no objections raised.

Quarterly and annual play area inspections were discussed. It was **RESOLVED** to set aside a budget of £450 for 2018-2019 for the quarterly and annual safety inspections, proposed by Cllr Mr N Green, seconded by Cllr Mr R Pickett, with no objections raised. **ACTION** – clerk to investigate costs of an external company undertaking quarterly and annual safety checks, in preparation for discussion at the next meeting.

b) General parish issues

- Hollyhurst Lane – Highways has advised that work has been undertaken to rectify potholes and further work will be undertaken to remove grass in the centre of the carriageway and to check the condition of the road. Parishioners were also advised to report any faults to Highways.
- 30mph sign on right hand side (as you exit village towards Uttoxeter) – Highways has raised a job to have this post removed and display new 30mph signs in the area.
- Blythe Bridge Bank (water on road) – Highways has advised that this job should now have been completed, **ACTION** – clerk to contact Highways to seek advice and ask that appropriate measures are put in place to make road users aware of potential black ice in the area.
- Potts Lane – e-mail received from a parishioner regarding the lane being used by large vehicles, which are causing damage to banks and overhead trees – this was discussed, Highways are investigating possible solutions and will provide the clerk with an update.
- Broken fencing at The Blythe – this has been reported by Cllr Mrs T Rees and the clerk.
- Speed of vehicles on The Meadows – this was discussed, **ACTION** – clerk to contact Stowe by Chartley Parish Council to assess interest in a speedwatch scheme where each council undertakes the scheme in the other parish.

c) Automatic Number Plate Recognition (ANPR) – information provided by police, outlining the use of ANPR in Staffordshire - content noted

d) The Blythe

Further to the concerns raised by parishioners at our September meeting, the following items were discussed:-

- the general condition of the area including the central green and footpaths – Highways has confirmed that they are responsible for the footpath adjacent to the access road and the access road (up to the kerbed area of the turning circle), ESBC is responsible for the opposite footpath and the central green area
- street cleaning:-
litter picking – every 2 weeks, mechanical foot sweeping/carriage sweeping – every 6 weeks
- gritting schedules – info from the SCC website confirms that ‘The primary gritting network covers A and B road only. Other roads will only be gritted in severe weather.’
- Grass cutting – grass is scheduled to be cut approximately 6/8 times per year within 30mph zones and 2/3 times per year in areas outside of 30mph zones

Councillors agreed to take no further action and parishioners were advised to contact the relevant authority to seek guidance and report any issues.

e) Neighbourhood planning – **ACTION** – clerk to arrange a meeting for early part of December

f) Changing rooms – a potential request from Uttoxeter Rural Parish Council to acquire the changing rooms was discussed, **ACTION** – Cllr Mr N Green to contact the football club/Uttoxeter Rural PC to ascertain their level of interest.

g) Village de-fibrillator – the future location of the de-fibrillator was discussed. The clerk has contacted WMAS and is awaiting a reply. The possibility of siting the de-fibrillator on the wall of the village hall was discussed and is due to be discussed at the next village hall meeting on 22nd November. Cllr Mrs T Rees to contact a parishioner involved in the current siting of the de-fibrillator to obtain a contact who may be able to help with the re-siting. Issue of re-location to be discussed further at the January parish council meeting.

h) Finance and accounts for the year 1st April 2017 to 31st March 2018

Copies of Q2 bank reconciliation were circulated to councillors and it was **RESOLVED** to accept them as a true record of the accounts, proposed by Cllr Mr N Green, seconded by Cllr Mrs S Capewell, with Cllr Mr R Pickett abstaining due to declared pecuniary interest, with no objections raised.

A request for funding of £50 towards a celebration for the 70th wedding anniversary of the Queen and Prince Philip was discussed. It was **RESOLVED** to grant the full amount of £50 to the Bowling Club (acting as facilitators for the event) on the condition that it is within parish council spending powers and that the correct documentation is submitted in line with the grant application process, proposed by Cllr Mr N Green, seconded by Cllr Mr T Bevan, with no objections raised.

Due to the resignation of Cllr Mrs L Deacon, Cllr Mrs T Rees agreed to take on the role of finance monitoring within the parish council.

- i) Reform of Data Protection Regulation, General Data Protection Regulation (GDPR) and Data Protection Bill - Cllr Mr R Pickett/clerk to attend a training session on this and report back.

7) **CORRESPONDENCE**

1. LCR magazine – Autumn 2017
2. Stafford Borough Local Plan Review – consultations as follows:-
 - Call for Sites – new developments including the Brownfield Land Register - The Call for Sites exercise ends on Monday 8 January 2018 at 5 pm.
 - Call for Sites - Local Green Space - The Council is currently inviting applications for Local Green Space designations until Monday 8 January 2018 at 5 pm which will then be assessed as part of the Local Plan Review.
 - Draft Supplementary Planning Documents - The Council are inviting comments on draft SPDs - consultation ends at 5 pm on Monday 13 November 2017
Content noted – no comments made
3. Staffordshire County Council - Staffordshire County Council Definitive Map and Statement for East Staffordshire Borough – details of how to access - content noted
4. SCC - Developing a community based approach – the ‘Highways and Rights of Way – Your choices’ - consultation ends 25 December 2017 – content noted – no comments made
5. SCC - The Staffordshire Pharmaceutical Needs Assessment – consultation ends 31 December 2017 - content noted - no comments made
6. Info from insurance broker regarding Limits of Indemnity and Ogden Tables – to be discussed further when insurance is due for renewal
7. E-mail from ESBC about ‘Be Winter Ready Day’ - Thursday 2 November
8. Road closure notice - the length of Blythe Bridge Bank in Kingstone between Potts Lane and Church Lane – ACTION – clerk to ascertain if this is in addition to the road closure which occurred during the half-term period
9. SPCA Survey of Community Facilities Provision – this was discussed and completed, ACTION clerk to return to SPCA

Other correspondence received

- SPCA – weekly bulletins and related information, Annual report and accounts for 2016-2017, agenda for AGM to be held on Monday 4th December and minutes of the 2016 AGM
- E-mail from BT confirming that the village payphone will remain in place

8) **PLANNING APPLICATIONS** - Consultations are now being received via e-mail alert. Councillors were asked to respond to all planning applications, giving a ‘no comment’ return where appropriate. Decisions to permit or refuse applications from ESBC are shown below:-

P/2017/01242 - Erection of an agricultural stock shed, Watery Leese Farm, Watery Lane, Kingstone, ST14 8QU

No comments submitted/Addendum – permit with conditions

P/2017/01343 - Erection of an agricultural worker's dwelling and installation of package sewerage treatment plant, Brookhouse Farm, Mill Lane, Gratwich, ST14 8SE

This application was discussed and it was **RESOLVED** to submit comments regarding the location, permission for agricultural dwelling developments in Gratwich and relevant conditions for this type of application, proposed by Cllr Mr R Pickett, seconded by Cllr Mr N Green, with five councillors voting in favour, none against, no abstentions and no objections raised.

Comments submitted

P/2017/01207 - Erection of a single storey rear extension, 32 The Meadows, Kingstone, Staffordshire, ST14 8QE

No comments submitted

9) FINANCE

Paid out	Cheque number	Amount
SJL - Grounds Maintenance services - w/c 11 th September, 9 th & 23 rd October	1256	£415.80
Mrs K Pickett – Clerk’s expenses (Stamps and paper)	1257	£12.80
Mrs K Pickett – Clerk’s Wage (8 weeks + phone for july/aug/sep)	1258	£707.30
Kingstone village hall (village hall hire)	1259	£24.00
Total		£1159.90

Paid in

ESBC precept	£6929.00
ESBC council tax support grant	£252.50
Bank interest – September 2017	£0.36
Bank interest – October 2017	£0.44
Total	£7182.30

It was **RESOLVED** to authorise all actions and payments, proposed by Cllr Mr N Green, seconded by Cllr Mrs S Capewell, with Cllr Mr R Pickett abstaining due to declared pecuniary interest, with no objections raised. Completion of new bank mandate – ACTION – Cllr Mr T Bevan to inform the clerk when he has returned his completed forms to Nat West.

DATES OF NEXT MEETINGS

Tuesday 9th January at 7.30pm

Tuesday 13th March at 7.30pm

Tuesday 8th May at 7.30pm – Annual parish meeting and annual parish council meeting

Tuesday 3rd July at 7.30pm

Tuesday 11th September at 7.30pm

Tuesday 13th November at 7.30pm

Meeting dates for 2018 were agreed, ACTION – clerk to circulate and publish, clerk to arrange a budget setting meeting.

Meeting closed at 9.52 pm.