

^KINGS BROMLEY PARISH COUNCIL
Minute of the meeting held on
Wednesday, 10th August, 2011 at Kings Bromley Village Hall

Present: Cllr G C Seddon (Chair); Cllr S R Browne; Cllr Mrs M K Gair;
Cllr I M P Pritchard; Cllr Mrs P Rothery

In attendance: County Cllr J Eagland (part); Mrs S Buxton (Clerk)

Public Session

Footpath from Lanes Close to Alrewas Road - this is overhanging the footpath
30 mph signs on Lichfield Road – a query was raised on progress – this is an agenda item for the meeting

Hedge outside the Gables – this is overhanging the pavement again

Royal British Legion – Mr Gilmour expressed the thanks of the Royal British Legion for the laying of the bonded gravel around the War Memorial. He also asked re: the surrounding pavement – this is an agenda item for the meeting

Bus times - Cllr Browne reported that he had heard rumours that there are to be further cuts to the bus service. SCC have notified/consulted the council when there have been changes in the past – will be included on the next agenda

Stop HS2 Group – thanks were expressed to everyone who had attended the recent balloon race

164. Apologies

Cllr Taylor – unwell; S Holland – work commitment

Agreed to accept the apologies of Cllrs Taylor and Holland

165. Declarations of Interest

Cllr Seddon – Thai Buddhist Temple

Cllr Mrs Rothery – lighting on Yoxall Road

166. Minutes of the Last Meeting

Agreed that the minutes of the meeting held on 13th July, 2011 be signed as a true and correct record after two amendments to amend the minutes to state that Mr and Mrs O'Brian did not want the balance of their donation for the play equipment repaid and date in the paragraph on VAT was incorrectly typed

167. Report of the Clerk

i. **Gravel Update** – Mrs Anderson has indicated that she feels the most appropriate time to attend a parish council meeting would be November, as October maybe too soon to get any feed back or developments following the visit of SCC Chief Executive to the area in late September

Agreed that the council will request an update on the gravel situation in November

Mrs Anderson would still welcome an opportunity to speak to the owners of Bancroft Farm, if anyone knows them. At the present time no decision has been made on the Bancroft Farm proposal.

Mrs Anderson had advised the council that SCC has confirmed that they do not at present support any planning applications to quarry west of the A38 between Alrewas and Kings Bromley. The current proposals for Wychnor North, Wychnor South and Alrewas West will not be included in the new Minerals Core Strategy. However, Lafarge or Cemex could test this decision by applying for planning permission

Mrs Anderson thanked everyone who has supported the campaign in any way Cllr Mrs Eagland reported that she had took the petition from the June meeting of the parish council to the county council.

ii. Services to the development at the rear of The Hollies – British Gas –

Ansons have now completed their work on the easement and supplied a copy of the easement for the parish council's records. Their fees have been paid directly by National Grid and an easement of £172.67 has been paid to the parish council

iii. High Speed Rail - the parish council's response was sent off on 25th July, with a copy to Michael Fabricant and all councillors

Michael Fabricant has responded since receiving a copy of the parish council response and this was copied to all councillors at the meeting

A copy of Michael Fabricant's response on HS2 was presented to the meeting and will be copied to all councillors

168. Finance

i. Parish Council Insurance – the clerk reported that updated schedules including the new play equipment with the wet pour surfacing split out have been received

**ii. Finance Report to 31st July, 2011
Noted**

iii. Payments to be made

Agreed that the following payments be made:-

38/445	Mrs S Buxton	369.02	Salary & taxable exps	
39/446	SCC	81.11	Pension contribs	
38/450	S Buxton	10.80	Travel expenses	
38/450	S Buxton	7.00	Telephone	
40/447	B Hayward	216.86	2 grasscuts July	
41/448	KB Village Hall	155.35	Room hire – Apr 11 to Mar 12 – 12 meetings and Annual Parish Meeting	
42/449	Smiths of Derby	210.00	Annual charge for Church Clock maintenance	
TOTAL		1050.14		

iv. Receipts

The council has received £560.00 from the Village Hall as their 50% contribution to the grasscutting during the 2009 and 2010 seasons and an easement of £172.67 from National Grid

v. HMRC & PAYE – the clerk has spoken to HMRC who have confirmed that one reference number was closed down a few years ago and all notifications for that reference number should be ignore.

vi. Future Projects Funded from Reserves – the sign which has been on the wildflower meadow for some years has gone. The last replacement was in 2004.

Agreed the clerk to obtain quotes for its replacement including advice on material

169. Clerk to the Parish Council

i. **Arrangements for Recruitment of Clerk** – Cllrs Seddon and Pritchard have reviewed all the documents and have put together the following:-

- Application form
- Person specification
- Poster for noticeboard
- Text of advert which will be abbreviated for the Lichfield Mercury
- Job description
- Job specification
- Contract of employment – there are two amendments here:- only one paragraph on additional hours needs to be included and an addition for computer equipment to be provided has been added. Cllr Seddon will draw up an acceptable use policy for the provision of computer equipment
- General information on Kings Bromley has still to be added and the clerk will liaise with the chairman on the content
- Closing date will be Monday, 12th September, 2011 at 4.00 pm
- Applications can be made either electronically or handwritten
- Details of the vacancy are to be included on the website along with a link for downloading the details and application form

ii. **Arrangements for Recruitment of Clerk**

Agreed the clerk will bring along 3 copies of all applications to the next meeting of the parish council, when an interview panel will be appointed, along with dates for shortlisting and interviewing

iii. **Advertising of Vacacny**

Agreed that the vacancy will be advertising through the SPCA email service free, in the parish magazine, village noticeboard and website – all free and in the Lichfield Mercury – the cost of this advert is unknown

Agreed the clerk will arrange the placing of an advert in the Lichfield Mercury

iv. **Parish Council Computer and Printer**

Agreed the provision of a parish council computer and printer will be resolved after the appointment of the new clerk

v. **Back up of Council data**

Agreed that appropriate arrangements for the back up of council data will be agreed after the new clerk has been appointed

vi. **Contingency plan in event of non availability of the clerk** – the clerk will see if she is able to obtain a copy of an example from another council

170. Correspondence

i. **Letter from Royal British Legion re: Remembrance 2012** – including details of the services and poppy wreaths. A formal letter has been sent out this year following the change in officers to clarify the arrangements.

Agreed that the parish council order a round wreath with an open centre at a cost of £20 (A as per the letter) and the chairman will lay the wreath on behalf of the parish council

- ii. **Email from Mr Edmunds re: parking at Thai Buddhist Temple event** – an email has been received from Mr Edmunds highlighting problems with traffic re: parking arrangements at the last event, when there were cars parked down both sides of the road and pedestrians were crossing amongst passing traffic. The Temple were very aware of the problems and they have met with the trustees to discuss the problems. A statement from the temple was presented to the meeting:-

The Trustees of the Buddhist Temple in Kings Bromley have agreed the following action:-

- To provide stewards at all (not just the three major events) in the Temple calendar
- Organise the field behind the strawberry farm for this purpose on all such occasions
- Ensure that there is no issues of the shared driveway between the Lodge and Eastfields House, making sure stewards are available to usher people on and off the site
- Provide “no parking cones” for the area around the Temple on the main Road in and out of the village
- If necessary, employ Police as a deterrent to manage parking issues
- Send out flyers with the Temple magazine expressing the concerns over parking in the area and insisting that all use the appropriate car park

It is hoped that this provision will deliver a better experience for visitors and our neighbours in the village.

On a day to day basis the Temple is creating a separate entrance to the Temple for which it already has planning permission to alleviate traffic use on the shared driveway. This is being planned with immediate effect and should take place in the autumn.

Agreed that this response from the Temple was both very reasonable and thorough

Agreed that a copy be forwarded to Mr & Mrs Edmunds

- iii. **Survey on Rural Policy Making** – this has been circulated to all councillors
- iv. **Details of free community toolkit for voluntary groups** - this had been circulated to all councillors
- v. **KB Village Hall AGM** – notification of AGM on 29th September, 2011. Copies to Cllrs Pritchard and Mrs Gair as council representatives
- vi. **Royal Horticultural Society** – details of opportunities for improving local public spaces through the In Bloom campaign
- Agreed** that the letter should be forwarded to the Gardening Guild
- vii. **Website** - flyer sent out to all village organisations to encourage greater usage of website
- viii. **Hedge outside the Gables** – is overhanging the footpath
- Agreed** the clerk will write to the owners and ask for it to be cut back
- ix. **Footpath from Alrewas Road to Lanes Close** – is overgrown. The clerk has written to the owners with the hedge on the right hand side re: the footpath and the owners on the left hand side re: the wildflower meadow overhang – which has been attended to
- Agreed** the clerk will look at the hedges again and write to the residents as necessary
- x. **Review of Correspondence List**
No other items to discuss

171. Highways

i. Safer Roads Partnership

Cllr Seddon commented on the fact that dealing with Highways is very complicated and that lots of different people get involved and don't always know what else has been said/discussed

- **email from R Whittle following visit to June meeting c/f from July meeting** – the reply did not really deal with all the points
- **Speed data collection** - at the June meeting it was agreed that the data collection would be redone and shortly before the July meeting, the chairman emailed three people for an update. Since then the chairman has spoken to someone else, John Mansfield, and agreed with him that the Speedwatch approved locations would be used for the collection of this data. The chairman agreed with Mr Mansfield that the collection would be done in September. Today, the clerk has received an email from Richard Rayson to Tim Buxton, asking him to arrange the data collection. Mr Rayson didn't bother to copy the chairman in despite the fact that the chairman has already contacted him about it before.
- **Terminal Signage** – a response has been received from Melanie Langdown following the submission of the queries re: the terminal signage in Kings Bromley. Her response was as follows:-
There are two key issues raised were the black border on the 30 mph signs on the A515 and the visibility of the signs on the northbound approach. SCC are going to arrange for the black border to be either removed or covered to match the backing board, so that the sign complies with DfT requirements. With regards to improving the visibility, this is more complex as it requires the moving of the sign by 60 to 70 metres to an unobstructed position. This will require a change to the Traffic Regulation Order which could take several months
- **Email from Speedwatch co-ordinator tabled at July meeting c/f to August for discussion and reply**
Agreed the council would note the comments and look at again, when answers have been received on other connected issues
- **Request from Safer Roads Partnership re: names of volunteers who want training**
Agreed the council would carry this forward until answers have been received on other connected issues
- **Routing of HCV traffic away from Kings Bromley** – Mr Rayson has not responded to the chairman on the issue of Rugeley traffic being directed off the A38 to Rugeley through to Kings Bromley.
- **Flyer from A519 campaign circulated by SPCA** – although this relates to a different area of the county the clerk had forwarded it to all councillors for information

- ### ii. Location of 30 mph signs on Lichfield Road
- Janet Eagland has met with Jed White (Local Police Inspector and KB resident) and Richard Rayson to discuss the location of these signs. SCC are happy to look at moving these. Jed White is going to get signatures of support from people in the immediate area to agree to the re-siting of the signs, so that the normal consultation procedure can be dropped. Jed White had contacted the clerk and the chairman seeking signatures three weeks ago, but he has not followed it up as of yet. Mr Gilmour and Cllr Browne both offered to assist in visiting residents to seek signatures in support of the re-siting of the 30 mph signs if that would be helpful

It was noted that Richard Rayson has clearly responded to Jed White on this issue but will not even speak to the parish council on other issues.

Cllr Eagland suggested that the chairman might like to contact Mike Maryon, the cabinet member for Staffordshire Highways regarding the lack of response from Richard Rayson on various highway issues

- iii. **Neighbourhood Highway Team Visits** – the list of jobs were tackled last week and there are a number of areas which have been marked for work to be done
- iv. **Footpath by War Memorial** – a request has been made to Cllr Mrs Eagland to request that work on increasing the differential in height between the pavement and the highway adjacent to the War Memorial be put on the list of work to be done when there is funding available. She has looked at the situation with Richard Rayson and following that meeting the area was swept.
Agreed that the council supports her suggestion of removing the paving stones from the War Memorial and putting in new ones, and she would be happy to include this on her programme of work for consideration next year.
- v. **Shaw Lane** – a request has been made to LDC to swap the sign from the Riley Hill end of Shaw Lane with the one at Far End end of Shaw Lane to avoid confusion of “Shaw Lane” and “Shaw Lane (Kings Bromley)”
- vi. **Lighting on Yoxall Road** - a request has been made for additional lighting on Yoxall Road. This was discussed at some length and the council noted that they were not aware of lighting on Yoxall Road but did know there was lighting on both Leofric Close and Church Lane. The discussion covered the fact that it is a rural village so lighting should be kept to a minimum but on the other hand the lack of lighting did mean it was easy to trip at the end of Leofric Close
Cllr Brown proposed a street light should be requested between the two lots of trees on the west side of Yoxall Road. This proposal was not seconded so was withdrawn
Cllr Mrs Rothery proposed an additional street lamp close to Chaparral and Glenfield on the east of Yoxall Road. This was seconded by Cllr Browne. A vote was taken and the motion defeated by 3 votes to 2 votes.
Agreed no action be taken on requesting additional street lighting on Yoxall Road
- vii. **Response from Mike Maryon on timing of meetings with councillors** – he has replied saying that it is difficult to get times when everyone can attend but does acknowledge that for councillors who work day time meetings are not feasible and a range of times throughout the day would be better

172. **Play Equipment**

Agreed to carry forward the presentation and opening of the new play equipment to the next meeting

173. **Best Kept Village Presentation**

Allan Howard attended the presentation last week and Kings Bromley came second to Longdon in the large village category. At the presentation he noted that other villages do invest more money than Kings Bromley and he feels it may be useful to have a discussion with the council at some point.

Agreed to extend the thanks of the parish council and everyone in Kings Bromley to Allan Howard, for his work in co-ordinating the best kept village competition again.

Agreed the clerk would invite Mr Howard to a future meeting of the parish council to discuss next year's entry

Mr Gilmour reported that he had had a group of lads undertaking their Bronze Duke of Edinburgh award tidying up and litter picking.

174. Staffordshire Cares

Agreed that this should be removed as a regular agenda item and just included when there was anything to report

Cllr England left the meeting

175. Lichfield District Council

- i. **Phone App showing dog bins** - LDC are looking at the development of a phone app showing the location of dog bins
Agreed that the parish council believe this could be a useful phone app
- ii. **Lichfield Proms**- this will take place on Saturday, 3rd September, 2011 in Beacon Park
- iii. **Playing Field Assessment** – LDC are collecting information on playing field provision
Agreed the clerk will reply on behalf of the parish council

176. Staffordshire County Council

Nothing to report

177. SPCA

- i. **AGM November 2011**
Agreed the parish council does not wish to put forward a motion for debate at the SPCA AGM in November 2011

178. Review of Items for Future Meetings

- i. **Standing Orders**
- ii. **Financial Regulations**
- iii. **Play Equipment Inspection Records**
- iv. **Health and Safety Risk Assessments**
- v. **Review/Introduction of council policies**
- vi. **Public Sector Mapping**
- vii. **Crawley Lane Parking**
- viii. **Walk Leaflet - September**
- ix. **Gravel Update – November**
- x. **Royal British Legion** – pay donation of £20 for Poppy Wreath

179. Date of Next Meeting

Agreed that the next meeting be held on Wednesday, 14th September, 2011 at 7.45 pm at the Village Hall, Alrewas Road, Kings Bromley

There being no other business the chairman declared the meeting closed at 9.35

Signed _____

Date 14th September 2011