

KINGS BROMLEY PARISH COUNCIL
Minutes of the Parish Council Meeting held on
Wednesday, 14th May, 2008, at 9.00pm in
Kings Bromley Village Hall

Present:- Cllr I M P Pritchard (Chair); Cllr Mrs M K Gair; Cllr S Holland; Cllr Mrs P Jarman

In attendance: Mrs S Buxton (Clerk) and 2 members of the public

Three members of the public

The issues raised by the public were:-

- an upsetting incident where a councillor had instructed certain residents to undertake various tidying jobs for the BKV competition. The residents are both elderly and already do a lot of work in the village.
- Water – there is a single main on Lichfield Road which then feeds Alrewas Road and all other roads feed off this main. It would appear that the water company want to reduce usage in KB, as a water pressure reducing device has been installed at the end of Bradbury Lane. No advance notice was given of the work to do this. Problems have occurred in houses with combi boilers and electric showers.
- Speedwatch – a report is still being prepared. No volunteers have come forward as a result of the parish magazine article. Averaging cameras seem to be the only option. A discussion on the ever present problem of speed took place
- Power cuts – there seem to have been a lot of flickering lights in the evening lately

Cllr Mrs Gair occupied the chair for the first item of business

3436. Election of Chairman and Completion of Declaration of Acceptance of Office
Agreed that Cllr Pritchard be elected Chairman. This was proposed by Cllr Mrs Jarman and seconded by Cllr Taylor. Cllr Pritchard completed the declaration of acceptance of office

3437. Election of Vice Chairman and Completion of Declaration of Acceptance of Office
Agreed that Cllr Mrs Gair be elected Vice Chairman. This was proposed by Cllr Taylor and seconded by Cllr Holland

3438. Apologies
Cllr Browne – holiday and Cllr Mrs Eagland
Agreed to accept the apologies of Cllr Browne

3439. Declaration of Interests

- i. **Declarations of interest for this meeting**
Cllr Mrs Jarman – Changing Lives and Cllr Pritchard – LDC Planning
- ii. **Register of Members' Interests** – the clerk reminded all councillors of their responsibility to ensure their entry on the Register of Members Interests is always kept up to date

3443. Minutes of the last meeting

Agreed that the minutes of the meeting held on 9th April, 2008 be signed as a true and correct record

3444. Allocation of council areas of responsibility

Agreed that the councillors be appointed as follows:-

Village Hall Management Committee (2)	Ian Pritchard Mary Gair
Public Transport	Ian Pritchard
Finance	Mary Gair
Community Care	Steve Browne
BKV Organiser	Ian Pritchard
Snow Clearance	Gareth Seddon
Arts Forum	Steve Browne
LDC Parish Forum	Ian Pritchard Gareth Seddon Reserve: Bill Taylor
Lichfield SPCA	Bill Taylor Vacancy
Footpaths	Stuart Holland Mary Gair
Flood Control and Manor Park	Mary Gair
Youth Issues	Steve Browne

Agreed that the clerk should establish whether the Lichfield Area Committee for the SPCA still exists

3445. Report of the Clerk

- i. **Manor Park – trees in the river** – the clerk has been unable to contact Faycross and asked if the council wished to pursue this matter further.
Agreed that the Environment Agency be reminded of the situation with regards to trees in the river.
- ii. **Strip of land between entrance to Broome Close and Lewis's Lane** – a query has been received regarding whose responsibility this small strip of land is and it has been referred to SCC by the clerk. It had been noted that members of Broome Manor Ltd had been inspecting the area of ground
- iii. **Calor Village of the Year Competition** – a discussion took place on whether the village should enter this competition or not
Agreed that an entry into the Calor Village of the Year Competition would not be made this year

3446. Finance

- i. **Risk Assessment**
The risk assessment report prepared by the clerk was discussed and the following issues raised:-
Agreed the clerk should investigate the need for H & S policies which cover councillors and volunteers for the various activities undertaken by the council
Agreed that the clerk should restart the regular checks of the play equipment which have lapsed in recent months
Agreed that the clerk should liaise with Cllr Mrs Gair to ensure regular checks of the finances are undertaken
- ii. **Accounts for the year to 31st March, 2008**
Agreed that the accounts and supporting papers for the year to 31st March, 2008 be approved for signature by the chairman
- iii. **Annual Audit Return for the year to 31st March, 2008** – the council considered the figures on the return and the questions listed in the statement of governance

Agreed that the Audit Return for the year to 31st March, 2008 be signed by the chairman

iv. Appointment of Independent Internal Auditor

Agreed that Mrs Ruby O'Brian be appointed as the independent internal auditor

v. Review of Insurances

The council considered the review of the insurance values prepared by the clerk and noted the addition of the councillors to the Fidelity Guarantee

vi. Local Government Pension Scheme – the council considered the report of the clerk on changes to the Local Government Pension Scheme from April 2008

Agreed to confirm that for the coming year the clerk's post falls in band 4 which will attract deductions from her wages of 6.5%

Agreed that the pension banding of the clerk's post will be reviewed on 1st April, each year, irrespective of any changes in salary level during the year

vii. Accounts for Payment

Agreed that the following payments be made:-

Mrs S Buxton	Salary – Apr 08	£315.53	Cheq 30	LG(FP)A 1963 s.5, LGA 1972 s.112(2)
	Office & Computer Apr 08	£26.00		LG(FP)A 1963 s.5
Mrs S Buxton	Petty Cash	£40.00	Cheq 31	LG(FP)A 1963 s.5
	Book tokens for BKV	£40.00		LGA 1972 s.137
	Travel Jan – Mar 08	£42.72		LG(FP)A 1963 s.5
SCC	Pension – Apr 08	£65.47	Cheq 32	LGA 1972 s.112(2)
Sharp Landscapes	3 grass cuts	£303.00	Cheq 33	OSA 1906 s.10
Allianz	Insurance renewal	£991.62	Cheq 34	LGA 1972 s.111
SPCA	Membership 08/09	£314.00	Cheq 35	LGA 1972 s.143
Comm	Membership 08/09	£20.00	Cheq 36	LGA 1972 s.143
Council of Staffs				
CPRE	Membership 08/09	£28.00	Cheq 37	LGA 1972 s. 143
KB Gardening Guild	Donation to bedding plants	£65.00	Cheq 38	OSA 1906 s.10
All Saints Church	Contribution to upkeep of churchyard	£250.00	Cheq 39	OSA 1906 s.10
KB Village Hall	Contribution to upkeep of borders and for allowing noticeboard on frontage	£55.00	Cheq 40	OSA 1906 s.10
LDC	Donation to Summer Playscheme	£120.00	Cheq 41	LGA 1972 s.137
John Taylor High School	Donation to Awards Evening	£25.00	Cheq 42	LGA 1972 s.137
KB Village Hall	Room Hire April 08	£23.20	Cheq 43	LGA 197 s.150

viii. Payroll Returns to HM Revenue and Customs and Pensions Scheme

The clerk reported that all payroll returns for HM Revenue and Customs and the Local Government Pension Scheme had been completed

3447. Correspondence and Items for Information

- i. **NALC Briefing – Sub National Review**
- ii. **NALC Briefing – Participatory Budgeting: a draft national strategy**
- iii. **Sustainable Staffordshire – update**
- iv. **SPCA Email – Opportunities to reclaim VAT**
- v. **SCC Email – Partners' Update**
- vi. **Staffs Playing Fields Association – Annual report**
- vii. **Staffs Playing Fields Association – invitation to become a member**
- viii. **SPCA Email – re: Planning Portal consultation for chairman and clerks –**
copy already forwarded to chairman of both parish council and planning
- ix. **East Staffs Borough Council – Local Development Framework – Site**
Allocations DPD – Issues and Options Stage – details of local displays –
Burton Library 7th to 15th May and Consultation document
- x. **NALC Conference – 20th to 22nd May**
- xi. **West Mids LGA Speaking Out magazine –** April 2008
- xii. **CPRE –** details of 300 club draw for 2008
- xiii. **CPRE –** trips and visits programme 2008
- xiv. **CPRE –** AGM 10th May 2008
- xv. **CPRE –** Spring Newsletter and Annual Report
- xvi. **John Taylor High School –** invitation to speech day
Agreed that the clerk would attend on behalf of the council

3448. Village Shop

- i. **Charity Commission reply re: permission to site portacabin -** the clerk reported that the Charity Commission had emailed the council stating that they are unable to confirm that the Village Hall Management Committee is able to site an independently run shop in the grounds. The reply advises the Village Hall Management Committee to a website which provides guidance on usage issues for village halls
Agreed that the clerk should write to the secretary of the Village Hall Management Committee with this information and stating that the parish council is not able to proceed further with this matter, as it is up to the Management Committee to decide if it wishes to look into the provision of a shop on the site and to deal with the issues of usage, planning permission, hire of a suitable building and letting arrangements. The parish council would be happy to provide any support they can if required
- ii. **Interest in running the shop –** Mrs Watkins has informed the clerk that she would not be interested in running a village shop

3449. Annual Parish Meeting feedback

The issue of postal codes for Kings Bromley will be included on the next agenda

3450. Best Kept Village Competition

- i. **Presentation of BKV poster prizes**
Agreed that Cllr Taylor will present the prizes at Richard Crosse School on Friday, 24th May, 2008 at 9.00 am
- ii. **Keeping the Village Tidy**
Agreed that the clerk will place a reminder in the magazine requesting villagers to do their bit to try to keep Kings Bromley clean and tidy

3451. Water and Drainage

- i. **Charges for Surface Water** – the clerk reported that she had not been able to establish from Severn Trent Water whether there were surface water drains in Kings Bromley. It is noted that some properties do not discharge into surface water drains or the sewer and some have sought and got a reduction in their charges in respect of this. The clerk has also been speaking to Ofwat and the Marchington resident who led the group who successfully got all water bills in Marchington reduced. The clerk also has a contact at the Consumer Council for Water to continue investigating this matter

Agreed that an article be placed in the parish magazine asking anyone who has water draining into soakaways who is being charged for surface water, to contact the clerk so that the extent of the problem be established.

- ii. **Drainage problems** – the drainage holes on the kerbs on the sides of the road in Alrewas Road are once again blocked with debris, which means that in the event of heavy rain, the road will flood

Agreed that the clerk will take this matter up with the Highways Inspector again. The owner of Crawley View, Crawley Lane has raised the issue of the verge in front of his house which was left in an appalling state by contractors working on the sewer at the beginning of March. The clerk has been liaising with SCC for the last 6 weeks on this matter and is still continuing to chase them up for a response

The clerk has also received an email regarding problems with the drains in Leofric Close. It is known that Severn Trent have been working at the Pumping Station on Yoxall Road. At present the problem seems to be much improved so it is hoped that Severn Trent has taken the necessary action

Agreed to monitor any further problems with drainage over the coming months

- iii. **Water pressure** – there has been a pressure reducing device installed at the entrance to Bradbury Lane which may have an effect on some water using devices in peoples homes. It seems unlikely that South Staffs Water will increase the water pressure unless there are a large number of complaints. **Agreed** that the clerk will place an article in the parish magazine bringing residents attention to the problem and also put a notice on the parish noticeboards in the meantime to ensure the information reaches residents as quickly as possible.

3452. Traffic

Councillors had all had an opportunity to read the report prepared by three Yoxall residents regarding the traffic issues affecting both villages.

Agreed the clerk should write to the Yoxall residents commending them on the report and offering what support the parish council can give in trying to resolve the traffic issues in Kings Bromley and Yoxall

3453. Planning Procedures

- i. **Planning with regards to the Hollies** – councillors had all had the papers prepared by Cllr Mrs Jarman to read prior to the meeting. Areas of concern were remarks made by LDC officers to KB residents on two separate occasions, the circumstances where applications are dealt with under delegated powers and the need for LDC to follow their constitution when dealing with planning

applications. The Access and Design Document for the land at the rear of the Hollies appears to be deliberately misleading.

Agreed to note the report prepared by Cllr Mrs Jarman

- ii. **Planning procedures for Kings Bromley Parish Council** – the report on planning procedures within Kings Bromley Parish Council prepared by the clerk /was circulated to members for their consideration prior to discussion at the next meeting

3454. Training

- i. **University of Gloucester and SLCC – Summer Seminars** – “Sink or swim? Can local councils handle the threats and opportunities they face?” – 9/10 July, 2008, Cheltenham, £124
- ii. **CPRE Skills Seminar – New Planning System and Responding to Planning Applications – Sat 14th June, Stafford - £30**
- iii. **SLCC Regional Conference – Walsall – 26 June - £45**
- iv. **SPCA – Clerk’s Day – 16th July, Uttoxeter - £40**
- v. **SPCA – Summer Programme**
- vi. **Staffordshire Training Strategy**
Agreed that the council would support the clerk’s application to attend the CPRE Skills Seminar on Planning, the SLCC Regional Conference and the SPCA Clerk’s Day, for which she would apply for a training grant through the SLCC and ask Abbots Bromley Parish Council to meet half the cost

3455. Social Services – Changing Lives

Cllr Mrs Jarman tabled a written report on the Your Voice conference held at Uttoxeter Racecourse on 10th April, 2008. There is another meeting at the Lichfield Day Centre this week. There are still problems with the transport to the day centre, for example, today it arrived in KB at 11.45 am which means it is not much more than a luncheon club.

3456. Lichfield District Council

- i. **Locally Listed Buildings Survey** – this is a local list which is not the same as the statutory, or national, list of designated buildings (graded 1, 2* and 2). It is intended to record buildings which may not be of sufficient status or merit to receive national designation, but are nevertheless important in their local context. LDC are requesting suggestions for inclusion from parish councils. A discussion took place on the impact on buildings of being included on the list. **Agreed** that councillors should give some thought to buildings which might be included on the list and send them to the clerk by Monday 2nd June, 2008, so that a full list can be sent out with the next agenda for the council to discuss at the next meeting
- ii. **Strategic Housing Land Availability Assessment**
Agreed the clerk will email details of the link to the LDC website to all members for them to look at.
- iii. **District Wide Energy Initiative launched** – details already on noticeboard
- iv. **Warmer Homes, Greener District** – grant criteria for the above
- v. **Email – Parish Forum** –minutes 15/4/08
- vi. **Email – Standards Committee** – new legislation

3457. Staffordshire County Council

- i. **Strategic Plan 2008-2011**
- ii. **Email – Partners Update – May 2008**

3458. SPCA

- i. **Email – new website – www.spcaonline.org.uk**

3459. Review of Items for Future Meetings

- i. Financial Regulations
- ii. Review of Standing Orders
- iii. Valuation of Chairman's Chain of Office
- iv. Youth Club funds
- v. Twinning
- vi. Postal address for Kings Bromley

3460. Date of Next Meeting

Wednesday, 11th June, 2008 – 7.45 pm at the Village Hall, Alrewas Road, Kings Bromley

KINGS BROMLEY PARISH COUNCIL

Planning Advisory Committee Meeting

Minutes of the meeting held on 8th May, 2008
at the Village Hall, Alrewas Road, Kings Bromley

Present: Cllr Mrs P Jarman(Chair), Cllr S R Browne; Cllr Mrs M K Gair; Cllr G C Seddon;
Cllr W A Taylor

In attendance: Mrs S Buxton (Clerk)

08/27 Apologies

Cllrs Holland – work commitment and Pritchard and Mrs Eagland – LDC commitment
Agreed to accept the apologies for Cllrs Taylor and Pritchard

08/28 Declarations of Interest

None

08/29 Planning Applications Received

**08/00114/FUL
Amendment**

Land to the rear of the Hollies, Yoxall Road, Kings Bromley

Applicant: Mr B Pitchford

Proposal: proposed five bedroom detached dwelling and double detached garage

Agreed that the amendments detailed in this application make no difference to the view of the parish council. As previously agreed the parish council objects to this application as it is not in keeping with its surroundings. In addition, the proposed

dwelling is in the conservation area, and new and untried building materials are inappropriate for the setting.

A discussion on the handling of this application by LDC took place along with the issues surrounding the need for site visits by the parish council.

Agreed that both the administration of this planning application by LDC and a review of the parish council's procedures for dealing with planning applications be included on the agenda of the full parish council meeting to be held on 14th May, 2008.

There being no other business the chairman declared the meeting closed.

Signed _____

Date 14th May, 2008

KINGS BROMLEY PARISH COUNCIL

Planning Advisory Committee Meeting

Minutes of the meeting held on 14th May, 2008
at the Village Hall, Alrewas Road, Kings Bromley

Present: Cllr Mrs P Jarman(Chair), Cllr Mrs M K Gair; Cllr G Holland; Cllr G C Seddon;
Cllr W A Taylor

In attendance: Mrs S Buxton (Clerk)

Cllr Mrs Gair occupied the chair for the first item of business

08/30 Election of Chairman and Completion of Declaration of Acceptance of Office

Agreed that Cllr Mrs Jarman be appointed chairman of the planning advisory committee. This was proposed by Cllr Seddon and seconded by Cllr Holland. Cllr Mrs Jarman completed the declaration of acceptance of office as chairman

08/31 Apologies

Cllr S Browne – holiday

Agreed to accept the apologies of Cllr Browne

08/32 Declaration of Interests

Cllr Seddon – Lant Close

08/33 Minutes of previous meetings

Agreed that the minutes of the meetings held on 9th April and 8th May, 2008 be signed as a true and correct record

08/34 Planning Applications Received

08/00414/FUL

3 Vicarage Croft, Kings Bromley

Applicant: Mr & Mrs G Swift

Proposal: single storey side extension to form family room and store

Agreed that the parish council has no objection to this application

Cllr Seddon left the meeting

08/000417/FUL

5 Lant Close, Kings Bromley

Applicant: Mr M C Crooke

Proposal: First floor extension and garage conversion to form TV room and bedroom with en suite

Agreed that the parish council has no objection to this application

Cllr Seddon returned to the meeting

08/00435/ABN

Woodgate Farm, Crawley Lane, Kings Bromley

Applicant: W G Baskerville & Co

Proposal: Agricultural determination: Agricultural machinery store

Agreed that the parish council has no objection to this application

08/35 Planning Applications Permitted

08/00151/FUL

8 Yoxall Road, Kings Bromley

Applicant: Mr & Mrs Upton

Proposal: Replacement conservatory to the rear

Noted

08/36 Planning Applications Refused

None

08/37 Other Planning Matters

- **8 Vicarage Lane (Plot 1) – Retention of gates, to be clad in hardwood panels**
Appeal started on 20th April 2008
- **Alrewas Road, Kings Bromley** – new house build – query re: double garage. The clerk had received an enquiry regarding the position of the garage on this development but reference to the plans confirmed that it was included on the drawings at the front of the property.

There being no other business the chairman declared the meeting closed at 8.37 pm