

KINGS BROMLEY PARISH COUNCIL
Minutes of the Parish Council Meeting held on
Wednesday, 9th July, 2008, at 7.45pm in
Kings Bromley Village Hall

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

In attendance: Mrs S Buxton (Clerk); County Cllr Mrs Eagland (part) and 5 members of the public

The issues raised by the public were:-

- Open Gardens
- Chicanne warning sign obliterated by a tree – SCC or Jean Fowell
- Verges – number of cuts
- Crawley Lane to Lichfield Road – footpath is very overgrown
- Water – someone has been out to some houses
- Parking around the War Memorial is problematic again
- Church Clock has been out of action for sometime

3479. Apologies

Cllr S Holland – holiday

Agreed to accept the apologies of Cllr Holland

3480. Declaration of Interests

Cllr Mrs Jarman – Changing Lives

3481. Minutes of the last meeting

Agreed that the minutes of the meeting held on 11th June, 2008 be signed as a true and correct record

3482. Report of the Clerk

- i. **Presentation of BKV awards at Richard Crosse School** - Cllr Taylor reported that he had enjoyed his visit to the school for the presentation
- ii. **Village shop** – the clerk reported that Mrs Watkins had expressed some concern about the wording of her decision not to express an interest in running a shop in the village. She would be interested in doing so but simply cannot afford to give up full time employment to run a trial shop for a year

3483. Finance

i. **Accounts for Payment**

Agreed that the following payments be made

019/300050	S Buxton	315.53	Salary & office costs	LGA 1972 s.112(2)
020/300051	S Buxton	111.04	Expenses	LG(FP)A 1963 s.5
021/300052	M H & S Buxton	106.08	Copying	LG(FP)A 1963 s.5
022/300053	SCC	65.47	Pension	LGA 1972 s.112(2)
023/300054	Sharp Landscapes	202.00	2 grasscuts	OSA 1906 s.10
024/300055	SLCC Enterprises	52.88	SLCC Conference	LG(FP)A 1963 s.5

ii. **Receipts**

Payment from KB Village Hall for 50% share of grass cutting for 2007 - £259.00 has been received

- iii. **Finance report to 30th June, 2008**
Agreed to note the contents of the finance report

3484. Correspondence and Items for Information

- i. **Rev Ty Leyland** – letter of thanks re: donation to churchyard maintenance
- ii. **John Taylor High School** – letter of thanks for donation to Awards Evening
- iii. **SLCC – details of 34th National Conference**
- iv. **University of Gloucester** – details of Local Policy courses
- v. **Local Works – Guide to the Sustainable Communities Act**
- vi. **CPRE Fieldwork Magazine**
- vii. **Network Rail** – agenda for communications meeting 18/6/08
- viii. **SLCC details of inaugural Institute of Local Council Managers Conference**
– 8/7/08
- ix. **W Mids Regional Assembly – Speaking Out magazine**
- x. **Vitalise** – request for donation towards holidays for disabled people
- xi. **FlashCAM** – promotional flier re: solar power digital camera system

3485. Water and Drainage

- i. **Verge outside Crawley View, Crawley Lane** – this has been transferred to SCC at Stafford and the clerk is continuing to chase
- ii. **Flooding – Crawley Lane** – the clerk has spoken to the local Highway Inspector and he is investigating
- iii. **Water pressure** – a number of residents have complained to South Staffs Water
Agreed the clerk to write to South Staffs Water expressing the concern of the parish council over the water pressure and the number of complaints from residents.
- iv. **Surface water** – one further resident from Victoria Meadow has responded to the parish council's request regarding the provision of surface water drainage in Kings Bromley

3486. Highways and Signs

- i. **Entrance to Leofric Close** – the clerk reported that she had spoken to the Highway Inspector and a request to remove the redundant BT box and island in the middle of the entrance of the close would not be considered a maintenance bid and would fall under Minor Works, which are subject to a bid process.
Agreed the clerk would draft a letter to all residents of Leofric Close explaining that any changes to the junction would have to be the subject of a Minor Works application as although it is quite a dangerous junction it has not been the site of any serious accidents
Agreed the clerk would request SCC Highways to consider the changes to the layout of the junction as a Minor Works request
- ii. **Victoria Meadow/Meadows** – the road name and common usage is Victoria Meadow but the official title is Victoria Meadows.
Agreed the parish council write to LDC and ask for the name to be formally changed to Victoria Meadow
- iii. **Village Signs** – a resident has drawn the attention of the council to the fact that on the approach to the village from Alrewas there is no sign for Kings Bromley, and recently new name place signs have been installed on the road for Orgreave
Agreed that the parish council request LDC to install a road name sign for Kings Bromley on the Alrewas Road approach to the village

3487. Planning Procedures

i. **Planning procedures for Kings Bromley Parish Council**

Agreed to adopt the planning policy as prepared by the clerk and attached to these minutes.

3488. Parish Plan Review

- i. **Households** – there is limited opportunity for the parish council to address the issues surrounding differing types of housing requirements
- ii. **Public transport** – this is generally felt to be good although there have been reports that the bus service has not always been as specified. Bus shelters has been investigated and shown to be non viable.
- iii. **Cycle lanes** – the A roads in KB do not really provide an opportunity for cycle routes but there has been improvements to the cycle path on part of Wood End Lane
- iv. **Traffic – speed reduction in parish** - cameras are not an option but Speedwatch is still operating in a limited manner. The chairman is going to meet with Mr Bradley from Yoxall who has been involved in the traffic report in Yoxall and the clerk is chasing up the information on traffic meetings at Fradley which has not been sent recently
- v. **Parking** – there is insufficient parking at HomeZone but there is no extra land is available to resolve this. Parking on pavements is problematic but some residents have no where else to park . Bakers Lane is blocked by vehicles o a regular basis
- vi. **Safety on rural lanes** – the parish council is severely limited in what it can do to resolve these problems although some lanes have been widened by the use of the edge of the verges
- vii. **Environmental** – there do appear to be too many power cuts. This needs to be monitored and the extent of the service disruption recorded
- viii. **Too much streetlighting** – this is a very difficult issue to resolve as it is very subjective with some people feeling there is too much lighting and some that there is insufficient lighting. Lighting requirements are specified in the county wide policy on streetlighting
- ix. **Dog fouling** – it is felt that the village has a good number of dog waste bins. The situation needs to be monitored.
Agreed the clerk to request that the pavements be painted with the warning about the penalties for dog fouling by LDC, on Lichfield Road and Manor Road
- x. **Verge maintenance** – some concern was expressed about the level of maintenance but there is a county wide policy on the number of cuts per year – 8 times within the 30 mph area and 2 or 3 times elsewhere
- xi. **Village Hall facilities** – the management committee continue to make improvements at the Village Hall, with a rolling maintenance programme
- xii. **Post Office** – this is constantly being investigated to see if any further provision can be made and is still under investigation
- xiii. **Footpaths and bridleways** – one complaint has been received tonight and the clerk will report this
- xiv. **Young people** – improvements have been made in the facilities for the young people and the funds from the old youth club have now been released. The Swifts FC Team is thriving but there continues to be no meeting place for young people besides the youth club

3489. Play Equipment

- i. **Report back from last meeting on surplus items** – the extra items have been donated to the pre school and there is simply no room in the shed for storage so they have been left out on the grass
- ii. **New equipment** – the clerk drew the attention of the council to additional funding which is available over three years for development of play areas and the council looked at some possible options
Agreed that an extra meeting be held next week to look at a proposal for additional play equipment and the grant application for funding.

3490. Twinning

Cllr Seddon reported that there have been two videoing conferencing links in recent weeks between Richard Crosse School and the school in Thailand. Richard Crosse made a presentation in Thai for the Thai children. There is to be a visit arranged to the Temple in September.

Thanks were expressed to Cllr Seddon for his work with the twinning project

3491. Social Services – Changing Lives

Cllr Pritchard had attended a presentation in Lichfield

3492. Training

- i. **Training opportunities with SPCA**
- ii. **Report** - from clerk on attendance at Planning Seminar and SLCC Regional Conference. Both these events had been very informative and enjoyable. One main theme which had emerged from the SLCC event is how to encourage councillors to attend training.
- iii. **Training Bursary** – confirmation that a grant is to be given for the clerk's recent training has been received but the amount is not known. Once this is received the clerk will send an invoice to Abbots Bromley Parish Council for the 50% of the balance of the training costs. Training bursaries will finish later this year

3493. Lichfield District Council

- i. **Locally Listed Buildings Survey**
This topic was discussed in some detail
Agreed that the clerk put an article in the parish magazine outlining the scheme and inviting residents to get involved prior to discussion at the next meeting.
- ii. **Parish Forum Agenda and Minutes – 18/6/08**
- iii. **Forward Plan**
- iv. **Joint Operations Update**

3494. Staffordshire County Council

- i. **Staffordshire Public Transport Map**
- ii. **Partners Update**

Cllr Janet Eagland left the meeting

3495. SPCA

- i. **Newsletter**
- ii. **Details of workshops under “Leader” regeneration programme** – aims to improve rural services, develop tourism and enhance, interpret and promote local heritage 24/6 to 2/7 various dates
- iii. **Public Service Awards information**

3496. 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. PC correspondence

3497. Date of Next Meeting

Wednesday, 13th August, 2008 – 7.45 pm at the Village Hall, Alrewas Road, Kings Bromley

There being no other business the chairman declared the meeting closed at 9.45 pm

KINGS BROMLEY PARISH COUNCIL

Terms of Reference for Planning Advisory Committee

The Planning Advisory Committee of Kings Bromley Parish Council will consist of all parish councillors except the Chairman

The Planning Advisory Committee of Kings Bromley Parish Council will consider all planning applications received and respond on behalf of the full council

The Planning Advisory Committee of Kings Bromley Parish Council will meet monthly, normally after the full council meeting

The Planning Advisory Committee of Kings Bromley Parish Council will hold additional meetings if necessary to discuss specific applications

A quorum will consist of 3 members

Planning applications which arrive after a meeting and before the next meeting

- The clerk to check if an extension to the deadline for comments can be negotiated with LDC
- If not, the clerk and the chairman should discuss whether a meeting is required and the clerk to arrange a meeting if necessary.
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Notification of details of planning applications to members

- The clerk to notify all members of the arrival of a planning application by email. If notification is by memo, then this will delay members being informed of applications.
- The notification will include details of the reference and LDC website to allow members to look up the applications

Arrangements for site visits

- Upon receipt of a formal notification of a meeting to discuss a planning application, councillors must notify the clerk if they would like a site visit to be arranged. This decision has to be a majority decision of the planning advisory committee. My suggestion is that I would only approach the applicant/owner to arrange a site visit where 3 members of the council specifically request it.
- Site visits should not be considered unless absolutely necessary. Such visits cannot be forced upon the applicant and can only be undertaken with the consent of the applicant/owner.
- Under no circumstances should individual councillors undertake site visits alone. This can lead to a very dangerous situation where a councillor may inadvertently be led to make some comment which then compromises his/her position to discuss a particular application when it appears on the agenda at a meeting. This would then require the councillor to declare an interest and withdraw from the discussion. If the councillor is unaware they may have commented and doesn't declare an interest, this could allow a complaint from a resident about the behaviour of the councillor and as there would be no witnesses just the resident's word against that of the councillor.

These procedures have been drawn up following consideration of the following points:-

- the parish council is only a consultee and has no powers re: the determination of planning applications
- individual councillors do not have powers to act as individuals with regards to planning applications or any other business of the council
- the decisions made by the planning advisory committee of the parish council and the full council are the decisions which individual members must support once made irrespective of whether they agree with them personally or not.
- members must behave in such a manner as to ensure that the good name of the council is not brought into disrepute
- at all times members must be very aware of the Code of Conduct and the need to declare interests when necessary. It really is probably better to declare an interest if there is any doubt whatsoever.

Adopted 11th July, 2008

KINGS BROMLEY PARISH COUNCIL
Minutes of the Parish Council Meeting held on
Thursday, 17th July, 2008, at 6.00pm in
Kings Bromley Village Hall

Present:- Cllr I M P Pritchard (Chair); Cllr S R Browne; Cllr Mrs P Jarman

In attendance: Mrs S Buxton (Clerk)

3498. Apologies

Cllrs Mrs Gair, Holland and Taylor – prior engagements

Agreed to accept the apologies of Cllrs Mrs Gair, Holland Taylor

3499. Declaration of Interests

None

3500. Play Equipment

A discussion took place on a proposal for additional play equipment at the rear of the Village Hall and associated grant applications

Agreed that an application would not be made for the current round of funding as the timescale is too tight (deadline 18th July, 2008), but that the project would be given further thought with a view to an application for the following year

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

KINGS BROMLEY PARISH COUNCIL

Planning Advisory Committee Meeting

Minutes of the meeting held on 9th July, 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: Cllr I M P Pritchard; Mrs S Buxton (Clerk)

08/45 Apologies

Cllr Holland– prior engagement

Agreed to accept the apologies of Cllr Holland

08/46 Declaration of Interests

None

08/47 Minutes of the last meeting

Agreed that the minutes of the meeting held on 11th June, 2008, be signed as a true and correct record

08/48 Planning Applications Received

08/00646/FUL **15 Victoria Meadow, Kings Bromley**
Applicant: Mr J Salt
Proposal: Single storey rear extension to form kitchen
Agreed the parish council has no objection to this application

08/00631/FUL Buddhist Temple, Eastfields House, Alrewas Road, Kings Bromley
Applicant: Buddhist Temple
Proposal: Extension to existing conservatory and formation of new access road
Agreed the parish council has no objection to this application

08/49 Planning Applications Permitted

None

08/50 Planning Applications Refused

None

08/51 Other Planning Matters

None

There being no other business the chairman declared the meeting closed

KINGS BROMLEY PARISH COUNCIL

Planning Advisory Committee Meeting

Minutes of the meeting held on 17th July, 2008
at the Village Hall, Alrewas Road, Kings Bromley

Present: Cllr Mrs P Jarman(Chair), Cllr S R Browne

In attendance: Cllr I M P Pritchard; Mrs S Buxton (Clerk)

08/52 Apologies

Cllr Mrs Gair, Holland and Taylor – prior engagements

Agreed to accept the apologies of Cllrs Mrs Gair, Holland and Taylor

08/53 Co-option to the Planning Advisory Committee

Agreed that Cllr Pritchard be co-opted on to the Planning Advisory Committee for this meeting only. This was proposed by Cllr Browne and seconded by Cllr Mrs Jarman

08/54 Planning Application Received

08/00683/COU **Wood End Farm, Wood End Lane, Fradley**
Applicant: Mr & Mrs D Thompson
Proposal: Conversion of barns to form two dwellings
Agreed that the parish council has no objection to this application

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