

SANDON and BURSTON PARISH COUNCIL

Minutes of the Parish Council Meeting held on 14th March 2018 At Sandon Parish Room Commencing at 7.30pm.

Present

Councillor R Harris
Councillor P Hickey
Councillor G Massey
Councillor S Shelley Chairman
Councillor R Wildblood

District Councillor Councillor A Harp

Parishioners :- Mr Wildblood, Mrs Rundle

Clerk B A Boughey

17/141 Apologies Councillor Capjon (*Illness*)

17/142 Minutes
RESOLVED that the minutes of the Parish Council meeting of 14th February 2018 be signed by the meeting Chairman.

17/143 Chairman's Announcements *None*

17/144 Declarations of Disclosable Personal Interests, Personal Declared Interests and other Personal Interests..

17/144.1 Councillor Harris in relation to possible discussions in relation to the proposed work on Footpath 36.

17/144.2 Councillor Shelley, as the Parish Council representative - Sandon Parish Room Trustees In relation to the distribution of Concurrent Function Allowance Funds

17/145 Outstanding Matters Reports and Updates

17/145.1 Footpath 36 - Section of the footpath from Burston Pool to the Canal Bridge. Work to stabilise the banks of the stream.

17/145.1.1 Revised quotation tabled from Brookside Business Park which included a quotation from Roe Contractors to stabilise the section of the footpath stream bank from the previously installed sleepers through to the concrete bridge which connected the fields beyond the existing sprung gate.

Roe Contractors £1,100, Brookside one man for 3 days plus all materials excluding the sleepers that were supplied by County Council Rights of Way.
Total £1,799.64 excluding VAT.

17/145.1.2 County Council Rights of Way to extend the deadline for payment of the £600 grant to the end of May 2018.

17/145.1.3 RESOLVED to accept the quotation and instruct Brookside Business Park to proceed with the work within a time frame that would allow the Rights of Way grant to be claimed
Unanimous vote of five for, none against, in favour of proceeding recorded.

17/145.2 Burston Conservation Area Proposal

- 17/145.2.1 Clerk's Report. Offer from the Stafford Borough Conservation Advisory officer meet and advise on the Burston residents request.
- 17/145.2.2 Councillor Harp advised Council that a Planning Officer had now been appointed as the Borough Conservation Officer and that he would be prepared to liaise between the Officer and the Burston residents group.
- 17/145.2.2.1 Councillor Shelley offered Sandon Parish Room for any resulting meetings.
- 17/145.2.3 The formation of a group of Burston residents is now required and an exploratory meeting with the Conservation Officer arranged.
- 17/145.3 The meeting arranged by Councillor Parry with County Council Highways Engineers and held on 12th January 2018.
- 17/145.3.1 No Highway Engineer proposals received. Councillor Parry to check progress.
- 17/145.3.2 Pump Square on the Hilderstone Road. Blocking access to the layby as accepted by County Highways. Two quotations options tabled. Fence or Gate. For consideration at the April meeting.

17/146 Planning

- 17/146.1 Applications returned to Stafford Borough Council - Reply Awaited
- 17/146.1.1 17/27668/FUL Barn at Sunnyside, Butterhill Bank, Burston
Conversion of Agricultural Building to form a Dwelling.
- 17/146.2 Application decisions by Stafford Borough Council.
- 17/146.2.1 17/27759/FUL Oak Tree Farm. Extension to the Tea Room
Permitted Shop for the sale of produce.
- 17/146.3 Applications received by the Parish Council for Consultation.
- 17/146.3.1 18/28011/FUL White House Lane Cottage, White House Lane, Hollywood
Extensions to existing dwelling and Change of Use (vehicle access & outbuildings from agricultural to domestic use)
- 17/146.4 RESOLVED to raise no objections. Neutral stance.
Planning Appeals or Queries *None*

17/147 Finance

- 17/147.1 Financial Statement presented by the Clerk. Bank Statement reconciliation checked.
- 17/147.2 Clerk's Quarterly Salary. Gross £387.50. Net £309.90. PAYE £77.60. LGA 1972 s112(2)
RESOLVED to pay the Clerk's Quarterly Net Salary and PAYE to HMRC.
- 17/147.3 Invoice. Mr P W Shaw. Outstanding balance from the invoice dated 11th November 2016
Relating to production costs associated with the Neighbourhood Plan.
RESOLVED to pay the outstanding balance of £592.63, half the original invoice value.
Planning and Compulsory Purchase Act 2004, s38C(2)
- 17/147.4 Concurrent Function Allowance, allocation of remaining funds totalling £168.00
RESOLVED to donate £84.00 to Sandon Parish Room and £84.00 to Oak Tree Farm.
- 17/147.5 External Audit. Seminar with new auditors arranged by SPCA for 27th March.

14 March 2018 (3)

The meeting was adjourned for the County and District Councillor's reports and convened thereafter.
17/148 Report from County Councillor. Not present. No report submitted

17/149 Report from District Councillor.
17/149.1 Councillor Harp reported on the forthcoming Borough Litter initiative.
General discussion on litter :- Equipment, provision of Litter Bins including Litter Bins on the Canal Tow Path, provision and emptying - responsibility between the Borough and the Canal and River Trust to be clarified.

17/150 Items Raised by Member Councillors / Clerk
17/150.1 Councillor Hickey.
17/150.1.1 Bus Service query regarding the revised timetable due to be introduced in April.
Update required from County Council.
17/150.1.2 Footpath alongside the A51 between the Shop and Hilderstone Road junction.
Debris on the footpath following the recent snow.
Now cleared, presumably by Streetscene as requested.
17/150.2 Councillor Shelley. Sandon War Memorial - grant request now submitted.
17/150.3 Councillor Harris. Reported rumours of a significant alteration to the A51 / B5066 Stafford Road junction proposed.

17/151 Correspondence
17/151.1 Staffordshire County Council
17/151.1.1 Superfast Staffordshire - notification of additional "live" cabinets in Sandon.

17/151.2 Stafford Borough Council
17/151.2.1 Copy of Corporate Plan 2018 - 2021 received. For information.

17/151.3 Staffordshire Parish Councils' Association
17/151.3.1 Weekly email update emails circulated for information.
17/151.3.2 General Data Protection Regulations May 2018. County Council proposals.
RESOLVED to register an interest in taking up the offer for analysis and provision to act as the Data Protection Officer.

17/151.4 Community Council of Staffordshire *None*

17/151.5 Stone Liaison Group. Minutes of last meeting and next meeting date 25th April.

17/152 Date of Next Meeting Wednesday 11th April 2018. 7.30pm Sandon Parish Room.
The Meeting concluded at 8.45pm.

Signed _____ Chairman

Date _____

**Public Participation Meeting
Notes on the meeting held following the
Parish Council Meeting held on 14th March 2018
Commencing 8.45pm. Concluding at 8.48pm.**

Present

Councillor R Harris

Councillor P Hickey
Councillor G Massey
Councillor S Shelley Chairman
Councillor R Wildblood

Parishioners :- Mr Wildblood, Mrs Rundle

Clerk B A Boughey

Mr Wildblood

Questioned the decision to spend £1,200 of Parish Council's funds on repairing the footpath, alongside the stream, that should be the responsibility of County Highways - Rights of Way