

BRIZLINCOTE PARISH COUNCIL MEETING

Minutes of Brizlincote Parish Council Meeting held at Violet Way Academy and Nursery on Thursday 20th October 2016

Present

Chairman Brian Judd, Vice Chairman Colin Wileman (Borough and Parish Councillor), Councillors Robin Ludford-Brooks, Ruth Goldstraw, Arthur Goldstraw, Marie Andrews, Robert Bidgood, Adrian Cowan and John Hoddy

Public

PCSO 8964 Susan Durber, Andy Mason ESBC, Graham Lomas and Clerk Barbara Roe

Public Session

No discussion took place during this session.

57/16 – Apologies

Apologies were received from Councillors Vera John and Robin Ludford Brooks and Borough Councillor Bernard Peters.

58/16 – Declarations of Interest

There were no interests declared by any member in any matter identified for discussion at the Meeting.

59/16 – Minutes of the previous Meeting (15th September 2016)

The Council approved as a correct record, the Minutes of the Parish Council Meeting held 15th September 2016 – Approved by all.

60/16 – Presentation by Andy Mason of East Staffordshire Borough Council on Lily Thomas

Andy Mason gave a short talk on Mrs Lily Thomas of Stapenhill who in 1915 founded the Burton on Trent and District Prisoners of War Fund sending parcels to POWs from Burton who were facing shortages of food and clothing. After the war her committee sent out 5,000 parcels independently and then 20,750 parcels under the Red Cross scheme.

Lily Thomas received official letters of thanks and a silver tea service but received no other honour. She died aged 66, after a brief illness on 10th March 1941 at Spring Dale, 37 Bretby Lane (the home of her daughter and son-in-law, Thomas and Marguerite Spencer.) Her funeral took place at Stapenhill Cemetery.

Her grave in the cemetery is very neglected and, as it is believed she has no living relatives, it is hoped to raise some money towards restoring her grave.

It was agreed that the Parish Council will investigate this more and Andy Mason said that he would provide more information. There will also be an article on Mrs Thomas in our next Newsletter in December. **Action: Andy Mason.**

61/16 - Chairman's Address

The Chairman thanked everyone for voting him in as Chairman. He said a card was being circulated for the previous Chairman Paul Presley-Brooks and expressed his gratitude for all the work he had carried out – all agreed.

The Chairman said that he would like to include as much as possible on the agendas in the future. He asked that all information for the agenda should be firstly sent to the Clerk and she would discuss with the Chairman and Vice Chairman and they would decide the way forward.

He said that we needed to look at other projects to support the community, especially something around the 'old Stapenhill' as they feel neglected. He said there are quite a number of 'older' parishioners living alone and he suggested we could perhaps call on them to see if there was any kind of help/assistance we could offer them. Graham Lomas, as a member of the public, reported that Parish Council monies cannot be spent on an individual person. However, the Council agreed that we could look into other ways we could offer assistance.

Councillor Cowan suggested we could have a sub part of the Parish Council – Brizlincote Community in Distress - where we could help people collectively – for example the Wickets Retirement Homes in Cricketers Close. Citizens Advice go into St Peter's Bridge surgery – perhaps they could also go to the Wickets.

Councillor Bidgood proposed he would make enquiries into the use of a room at the Wickets, this was seconded by Councillor Cowan. **Action: Councillor Bidgood.**

62/16 – New Councillor

An application for the position of new Councillor had been received from Graham Lomas who had previously been a Councillor with us from 2009 – 2015. As the closing date for applications was the 20th October, he was invited to join the meeting. Councillor Bidgood said his only concern was a conflict of interest as Mr Lomas was already a Councillor for Winshill Parish Council. Mr Lomas said when he first joined in 2009, he was very interested in websites and had helped initiate the setting up of our Brizlincote website as well as the Newsletter and Brizlincote in Bloom. He said that he did not stand again at the election in 2015 and decided instead to apply for Winshill where he also supports Winshill in Bloom. Councillor Cowan proposed he was co-opted on to the Council and this was seconded by Councillor Arthur Goldstraw and agreed by all.

63/16 Committees

It was noted that Councillor Andrews had been omitted from the previous Committee list for Youth and Children, the Clerk said she would rectify this error. **Action: Clerk.**

Councillors Cowan and Wileman said open spaces in the Parish were not being used. The PCSO, Susan Dunbar, reported that Burton Albion go to the Park in Winshill at the Resource Centre. She said they would come and work with the children. Councillor Andrews suggested we could use the open space by the Hollows. Councillor Cowan indicated that there was a small five a side pitch which was part of the open space accessed off Beaufort Road at the far end near Dalton Close.

Councillor Goldstraw reported that Burton Albion used to go into the Violet Way Academy to teach football but was not sure if they still do it.

Andy Mason of ESBC said they have a Sports Development Team and they are looking for areas to be involved in and they could offer children a way into places such as the Brewhouse.

It was proposed by the Chairman that Councillors Cowan and Wileman should join the Youth and Children Committee and this was agreed by all.

The Clerk was requested to contact Andrea Davies of ESBC with regard to the Emergency Plan as William Read had left the Council. **Action: Clerk.**

A discussion then took place as to whether the Parish Council should develop a Neighbourhood Plan. Andy Mason suggested we contacted Corrine O'Hare at ESBC. Councillor Lomas said, in his experience, this could cost a considerable amount of money as anything entered has to be done in the language of the consultant. **Action: Clerk to obtain information and cost.**

The Chairman reported that we had been contacted by Eagles Nest which is a charity to help children who have just been dismissed from school. He had been in touch with Abbot Beyne School who said they had used them last year and would use them again this year. It was agreed this would be put on the Agenda for the next meeting. **Action: Clerk.**

64/16 – Report by County Councillor Conor Wileman

As Councillor Conor Wileman was not present, nothing was reported.

In his absence, the new parking area on Violet Way was discussed. Councillor Cowan said he is going to monitor the 15-minute waiting in the layby. He said there were still a few vehicles parking on the double yellow lines.

65/16 – Report by Borough Councillors

Borough Councillor – Bernard Peters

As Councillor Peters had sent his apologies there was nothing reported. However, PCSO Susan Durber said that she was not aware of the anti-social behaviour Councillor Peters had reported in the September meeting concerning Tower Woods play area. She said she would look into the matter. **Action: PCSO Susan Durber.**

Borough Councillor – Colin Wileman

Councillor Wileman said he had followed up on a website complaint concerning a parishioner cutting back branches on a silver birch tree that was not on his property. Councillor Wileman had reported the alleged problem to Mike Hovers of ESBC who had investigated and said the gentleman concerned appeared to be acting within the law. However, Councillor Wileman said he would keep an eye on the tree to ensure the cutting back was not excessive. **Action: Councillor Wileman.**

Councillor Cowan said he was concerned that Councillor Wileman had reported at the last meeting that he had spoken to Phil Lawford of ESBC with regard the recent weed killing as he felt it had been a bit excessive and was a waste of public money. Mr Lawford assured Councillor Wileman it would be sorted. Councillor Cowan was concerned as he had previously requested that more weed killing should be done to keep footpaths through green spaces clear, such as between the steps off Leander Rise and along to Crickets Close exit, as not all areas had been covered. Councillor Wileman said he was not aware of this request but would keep an eye on the situation as his complaint was that they were killing the grass of properties as well as the weeds. **Action: Councillor Colin Wileman.**

The PCSO was also made aware of the report Councillor Wileman had submitted at the last meeting that he thought someone may be sleeping rough in the bushes near the Ashby Road roundabout. Councillor Wileman said he had checked since his report and there did not appear to be any movement since the previous meeting. The PCSO said she would look into it. **Action: PCSO Susan Durber.**

66/16 – Planning

Approvals

Councillor Goldstraw reported the following planning applications had been received as follows:

P/2016/01258 - 86 Malvern Street, DE15 9DZ – this is an amendment to P/2016/00841 – Erection of a single storey side extension (Non-material amendment – change of pitch roof to flat roof with sky lantern). Approved.

P/2016/01203 - 32 Stapenhill Road, DE15 9AE – Reduce Hazel suckers back to original hedge height. Approved.

P/2016/0993 - 41 Astil Street, DE15 9DL – change of use of ground floor shop (hairdressers) to form part of dwelling. Approved.

Applications

P/2016/01226 – 5 Brizlincote Lane, DE15 OPR – erection of a single storey front garage extension – does not require comment.

P/2016/00892 – Scalpcliffe Grange, Winsor Drive, DE15 9EH – Erection of a dwelling with all matters reserved. Does not require comment.

P/2016/01472 – 105 Clay Street, DE15 9BD – Removal of eight Leylandii trees which form a hedge. Does not require comment.

P/2016/01217 – 98 Woods Lane, DE15 9DB – Erection of a single storey rear extension, a bay window to front elevation and canopy to the front elevation (Amended Description). Does not require comment.

Councillor Cowan said that there seemed to be an increase in the number of planning applications and it is taking longer for them to be processed. Councillor Wileman said this problem had been discussed at a Borough Council meeting. Councillor Goldstraw said when he rings the Planning Department at ESBC it doesn't always go through to the Maltings, it sometimes goes through to Birmingham.

Councillor Cowan asked ESBC Councillor Colin Wileman to find out if the expenditure on contractors exceeded that of staffing before the cuts took place. Councillor Wileman agreed to raise the matter with his Group Leader and advise. **Action: Councillor Wileman.**

67/16 – Financial Standing Orders

At the previous meeting Councillor Arthur Goldstraw reported that in the present Financial Standing Orders the Audit Regulations are for 1998 and should be 2015. The Clerk had said she would contact Stafford to obtain an updated version.

The Clerk said that she had heard back from Andrew McRae at Staffordshire Parish Councils Association. He agreed that the Audit & Commission Act had, to most intents and purposes, been succeeded by the Local Audit and Accountability Act 2014 which provided both for the abolition of the Audit Commission with effect from 31st March 2015 and the introduction of new arrangements for the audit of Parish Councils.

He said to note that the NALC Model document still makes reference to the 1998 act but it qualified by the inclusion of the term '*any superseding legislation*' (i.e. the 2014 Act) because we are still subject to the transitional audit arrangements based on the 1998 Act which remain in force until the close of the current financial year.

He says the NALC will update the document further in due course but in the meantime, the January 2016 issue remains the appropriate model.

68/16 – Training

The Chairman and Vice Chairman reported that they had attended the Chairman's course at Stafford on Monday 17th October which they had both found very informative and worthwhile, especially the information on how to treat the media.

69/16 - Heart of England in Bloom

Councillor Colin Wileman reported that it had been decided that he would not be entering Brizlincote into this competition next year but we will instead concentrate on our own Brizlincote in Bloom competition and encourage more entrants and try to include businesses. He suggested that if we see a 'good' garden we knock on the door and encourage the Parishioners to enter.

The Chairman said that the entry form should be put into the Newsletter in future which would be issued in plenty of time to enable people to enter.

The next meeting of the Brizlincote Volunteers will be on Sunday 20th November. It was agreed that this information would be put on the website. The Chairman asked Councillor Wileman to also issue some dates for next year. Councillor Wileman agreed to sort this and this information would appear on the website, in the Newsletter and on the notice boards. **Action: Councillor Colin Wileman.**

Councillor Lomas said he would like to help with Brizlincote in Bloom in future. He asked if a risk assessment had been carried out on the areas the volunteers are to be working in. He also suggested that we should provide high viz jackets – Councillor Wileman said this was something we had already looked into.

70/16 Newsletter

The Clerk reported that she had written to the post office via their website requesting the cost of delivery but as yet had not received a response.

The PCSO suggested that we advertise a link to Neighbourhood watch.

Councillor Cowan suggested that if we have a competition, the article does not take up a whole page.

Councillor Lomas said he was happy to resume working on the Newsletter proof as in the past. It was agreed by all that this was the way forward as Councillor John's husband had agreed to help out with this in the short term. The Chairman said we should thank Mervyn John for his hard work on the last two Newsletters and a contribution was to be agreed to make to his Church in appreciation for this work.

71/16 – Correspondence

The Clerk read out a letter of complaint that had been received from an unhappy parishioner regarding various items he was not happy with in the Parish. She had written back to the person concerned answering all of his queries and passed on the Chairman's contact details to him if he wished a further discussion. She also invited him to the meeting.

The Clerk had received correspondence from Violet Way Academy with a form to complete for future letting of the room. They had also asked for the Parish Council's insurance policy and Risk Review. The form had been completed with the necessary additional paperwork but it was noted that we had still not received the risk review from the school as requested for the various areas the Parish Council used for their meeting – the main causes for concern are the lack of light between the room used and the main school and also the lack of lighting in the car park.

72/16 – Bench for the late Councillor Warrilow

Councillor Wileman had enquired as to the cost of installation of a memorial bench in memory of the late Councillor Bill Warrilow. The total cost, including the bench and engraving of a plaque and installation would be no more than £600. Councillor Bidgood was concerned about the type of bench chosen and agreed to look into other options. Councillor Wileman also suggested that we ensure a waste bin is not placed in the vicinity of the bench to avoid any possible damage – all were in agreement. **Action: Councillor Bidgood.**

73/16 – Finance

The accounts – Clerk's salary and expenses - Accountant's fees for Grant Thornton and ESBC payment towards the work carried out on Ashbrook playground were approved by all.

As requested at the previous meeting, the Clerk had carried out costings for alternative Auditors and

Insurance, it was agreed that the cost incurred using the present companies was the cheapest and we would continue with them.

The Clerk also reported that she had received an invoice from Zurich Insurance for our 2016/17 Policy. The total cost was £327.99 which showed an increase of £1.47 from last year. It was agreed this would be paid at the next meeting. **Action: Clerk.**

Councillor Bidgood asked if the Speed Gun and equipment held by Councillor Cowan should be covered by the Parish Council insurance or Councillor Cowan's home insurance. Councillor Cowan said he did not have an actual insurable interest. Councillor Bidgood requested the Clerk to ascertain if the Parish Council insurance covered the equipment. **Action: Clerk.**

Councillor Bidgood had received a letter from Stapenhill Church regarding their Remembrance Day Parade on Sunday 13th November. It was agreed by all that we would make the same donation as last year - £50 – to include the cost of the wreath. It was also agreed that the Chairman and possibly Borough Councillor Bernard Peters would attend the Parade along with Councillor Bidgood on behalf of the Parish Council. **Action: Clerk.**

74/16 – Clerk and Members Reports

There being no other business the meeting was closed at 21.10.

The next Parish Council Meeting will be held on Thursday 17th November 2016.

Note:

If any Member has any general questions about the Meeting or the associated agenda papers, or is unable to attend, he/she is asked to contact Barbara Roe, the Clerk of the Council. Telephone 01283 814648 or email clerk@brizlinote-pc.org.uk. Correspondence should be sent to 47 Hall Road, Rolleston on Dove, Burton Upon Trent, Staffordshire, DE13 9BX.