



MINUTES OF BROWN EDGE PARISH COUNCIL MEETING
HELD ON WEDNESDAY 1ST NOVEMBER 2023
BROWN EDGE VILLAGE HALL AT 7PM

Present:

Chairman Cllr. Felton, Vice-Chairman Cllr. Bedson, Cllr. Berrisford, Cllr. Wright, Cllr. Hunt, Cllr. Porter (Parish & District) and Cllr. Oberholster.

Three members of the public

Minutes recorded by Mrs. D Wheat (Clerk)

1) Chairman's Welcome and Announcements:

Chairman Cllr. Felton welcomed everyone to the meeting. There has been an issue with the agenda documents not being published on the website in the correct place, but the Chairman and Clerk checked standing orders and the Agenda had been published on the notice board so the meeting can continue.

2) Apologies for Absence: Cllr. Hargreaves, Cllr. Woodward and Cllr. Flunder (District & County). Cllr. Jebb had sent apologies, but the Clerk had not received these at the time of the meeting.

3) Parishioners Concerns:

- a) **Flooding:** A resident reported flooding at Hill Top at the bottom of Clewlow Bank by Coppice Farm. Cllr. Bedson has reported it to the County Council. The Clerk will apply for the flood Grant from the Environment Agency to channel the water.
- b) **HGV Parking:** A resident reported that a HGV is still parked at Hill Top, the Council will report to the Police again.
- c) **Sandy Lane Centre:** A resident interested in the Sandy Lane Centre wants to keep it as a Village Community asset. The Parish Council offered their support.

4) PCSO Report: No officers were present. Cllr. Porter reported that there is now new PCSO Stacey Barker. The PCSOs need to be notified of all the dates of the meetings for the year.

5) County Councillors Report: Cllr. Keith Flunder was not present.

DHP: The clerk reported that a groundwork contractor has been given authorisation to get the Hill Top signage project moving, but the County Council are asking for two additional quotations for due diligence.

6) District Councillor Report: Cllr. Joe Porter:

- **Councillor Drop-in Surgeries:** Lots of resident's have been attending to air their concerns.
- **Assisted Bin Collections:** Vulnerable residents have come for help with arranging assisted bin collections.
- **Damaged Router:** A call out was reported with a BT green router box on Sytch Road.
- **Halloween Lunch:** A social visit to Brown Edge Luncheon Club was appreciated.
- **Litter picking** at Tinster's Wood went well. Encourage more volunteers to join in.

- **Community Speedwatch** sessions are being held consistently. There have been a lot of sessions on High Lane in Brown Edge. If local people want the Speedwatch team to cover more areas more volunteers need to come forward.
- **Staffordshire Police Smart Alert App.** Issues of Community Safety are circulated to residents that sign up to the e-newsletter. Clerk to share on the Parish Council Facebook Page.
- **Marshes Hill:** Staffs Wildlife Trust are keen to run a site session in December where people can do some conservation work. The Chairman mentioned making provision for horses and cyclists.
- **Pay and Display:** New machines powered by solar power have been fitted across Staffs Moorlands Car Parks. Drivers can pay by card, online or cash.
- **Speed Calming:** The Chairman asked Cllr. Porter if SMDC would support the same kind of traffic calming in the Brown Edge as Norton Parish have had installed by Stoke-on-Trent City Council. Cllr. Porter responded that Highways are a County Council matter and that Community Speedwatch is what is in the powers of a District Councillor.

7) **Declaration of Interests:**

Cllr. Bedson – Carnival Committee

Cllr. Porter: Staffs Police civil servant and Carnival Committee

Cllr. Berrisford: Holly Bush, and a pecuniary interest in work relating to the lifting and transporting of the Playing Field gates.

Cllr. Wright: Pecuniary interest in work relating to the Playing Field Gates

Cllr. Hunt: Carnival Committee, Luncheon Club and resident of Bank End adjacent to War Moors.

- 8) **Approval of the Minutes** of the Meeting held on 4th October 2023. An amendment was proposed as the blocked gully was at Hill Top and not Sych Road. The minutes were then approved and signed by the Vice-Chairman.

Proposed Cllr. Wright – Seconded Cllr. Hunt – Minutes were approved.

9) **Matters Arising from previous meetings:**

- a) **Highways issues reported on the App:** Cllr. Bedson has reported issues, but no solutions have been actioned. The Clerk mentioned the Christmas embargo period when Highways are not allowed to dig up the roads for works. Clerk to clarify if this is just in towns.
- b) **HGV deliveries at the Village supermarket.** When the store re-opened under the Morrisons brand, Cllr. Berrisford discussed the agreement with the manager. The deliveries are now unloaded at the side of the store. Cllr. Wright also spoke to the manager, who reported people parking on the car park who are not using the store, so signs are being put up. The back delivery door is no longer used because of the new residential access. Cllr. Porter said the manager has been reassured by Morrisons as part of the transfer that they are using smaller delivery vans. A lot of residents have complained to the manager about the deliveries and the staff have had some abuse which is not tolerated.

Progress has been made and action has been taken. A statement needs to be released. The manager would like the statement to be approved before release. Parking could be included in the press release. The Clerk to draft a statement from the Parish Council.

- c) **High Lane Car Park Signage:** Cllr. Felton needs to collect the signs he has ordered. The Council have discussed EV charger installation. A meeting needs to be arranged with the Buy the Bush Group. Clerk to arrange this.

- d) **Playing Field Gates:** The gates have been repainted and rehung. The gates look much better and the people involved were thanked. The Clerk needs to send the completion paperwork to the Moorlands Partnership Board to retrieve the Grant.
- e) **Playing Field Bins:** Sponsorship of new village bins was discussed. Ask local businesses if they would contribute to a bin and have a logo on the bin to show their support. Clerk to write to local businesses and get bin and bench quotations from other companies, including the recycled plastic type.
- f) **Playing Field Play Equipment:** Improvements were discussed. The basketball hoops can now be removed. A questionnaire or a consultation was discussed. A Saturday afternoon in the New Year was agreed to have an onsite consultation, to ask the Community what equipment or features they would like to see on the Playing Fields.
- g) **Community Orchard Update:** The Council have one Community Orchard which could be expanded, or it was suggested another one could be planted on the edge of the Playing Field. The Carnival Committee have funding to be dedicated to the King to mark the Coronation. The funding needs to be spent by May. The tree planting season is now until March. A discussion was had about the Playing Field or the areas adjacent to the War Moors in the area by the well running alongside Bank End. The trees are not maintained by anyone, so a package needs to be put into place for long term maintenance.
The Chairman allowed a member of the public to speak. The resident stated that the land by Sytch Well is still owned by a local business.

The Allotments site was then discussed as a possible location. Public access is via Stonehouse Lane. If the pond was reinstated it would be a nice spot for a Community Orchard. Planting of the King's Oak tree was also discussed for this area.

Councillors will discuss this with the Allotment Committee.

- h) **Parking Issues on Breach Road grass verges:** The Chairman moved this item to the next agenda.
- i) **Overgrown weeds and docks on Bank End:**
 Cllr. Porter will ask SMDC maintenance to cut Bank End green space area. If there is no action by the next meeting, the Parish Council will ask the Maintenance Contractor to do it.
- j) **Cars are parking on the footpaths and blocking pedestrian access.**
 The Chairman has posted on social media to ask people to read the Highway Code. The Parish Council need to put a notice out reminding residents and visitors to consider and follow the Highway Code. They can be towed away if they are illegally parked. Nursery close is a real issue. Parking was not considered when the bungalows were built.
 A discussion was had about Police enforcement. Cllr Porter said it is the District Council that enforce Parking rules. There are on-line forms on the SMDC website for residents to compete to report issues. Press release needed to ask people to park considerately.
Proposed Cllr. Felton – Seconded Cllr. Porter – Motion Carried.

10. Planning Applications:

SMD/2023/0514	Knypersley Mill Farm Judgefield Lane Brown Edge	Proposal to subdivide existing agricultural paddock with an agricultural fence & 'change of use' of the land to a dog exercise area. Access to the site and Parking provision is existing (no change required),	DECISION: No objection
SMD/2023/0506	2 Breach Road Brown Edge	Proposed new two bedroom detached bungalow	DECISION: Objection- Over-development and Highways access.
SMD/2023/0400	157 High Lane Brown Edge	Rear and Side Extension inc. Alterations to Front Elevation	No comment – item already passed by delegated decision at SMDC Planning

11. Finance and Governance:

a) **Bank Reconciliation up to 30th September 2023 was presented by the Clerk:**

Brown Edge Parish Council

Prepared by: Denise Wheat Date: 15/10/23
Name and Role (Clerk/RFO etc)

Approved by: _____ Date: _____
Name and Role (RFO/Chair of Finance etc)

Bank Reconciliation at 30/09/2023			
	Cash in Hand 01/04/2023		69,003.67
	ADD Receipts 01/04/2023 - 30/09/2023		33,893.32
	SUBTRACT Payments 01/04/2023 - 30/09/2023		1 21,217.79
A	Cash in Hand 30/09/2023 (per Cash Book)		81,679.20
	Cash in hand per Bank Statements		
	Petty Cash 30/09/2023	0.00	
	Leek United Building Society 30/09/2023	0.00	
	Natwest Business 30/09/2023	61,433.19	
	Natwest Current A/c - 16528514 30/09/2023	20,359.81	
			81,793.00
	Less unrepresented payments		113.80
			81,679.20
	Plus unrepresented receipts		
B	Adjusted Bank Balance		81,679.20
	A = B Checks out OK		

b) Payments were authorised for the following:

Cheque No

1. Mrs D Wheat Clerk Salary	£454.80	
Phone (Tesco Mobile Top Up)	£ 7.50	
Mileage (Aug 2023)	£ 27.00	
Land Registry Searches x3 @ £6 each	£ 18.00	
	<u>TOTAL</u>	1206
2. HMRC PAYE	<u>£102.40</u>	1207
3. Mr J Bourne PAYE Tax refund (overpayment)	<u>£11.20</u>	1208
4. Cheque incorrectly written – Cancelled		1209
5. N&J Tree Services Ltd. Invoice 7th Maintenance Visit	<u>£924.00</u>	1210
6. G.R. Berrisford & Sons Removal & Transport of gates	<u>£780.00</u>	1211
7. Platt's Ltd. Shotblast prime and paint Playing Field gates	<u>£1320.00</u>	1212
8. K Wright Paint Brushes & Gold Paint Playing Field Gates	<u>£33.79</u>	1213
9. Brown Edge Village Hall Ltd Hall Hire 2022 and up until 31 March 24 <i>Replacement cheque – previous cheque incorrectly written</i>	<u>£567.00</u>	1205
10. Playsafety Ltd RosPa inspection fee	<u>£168.00</u>	1214
11. National Society of Allotment & Leisure Gardeners Ltd. Annual Subs	<u>£66.00</u>	1215
12. Staffordshire Parish Councils' Association Councillor Training	<u>£72.00</u>	1216
13. Rowtype Deed Certificates for the Cemetery x50	<u>£194.40</u>	1217/23
14. Sierretto Website fee (Cloudflare maintenance)	<u>£39.00</u>	1218
		Direct Debits
15. British Gas Playing Field Oct 23	£22.87	
16. British Gas Cemetery Oct 23	£12.18	
	<u>TOTAL</u>	<u>£35.05</u>

TOTAL PAYMENTS OCTOBER 2023 £4,820.14***Proposed Cllr Bedson – Seconded Cllr. Wright – Payments approved*****c)Cemetery Recorder's Income Report for October 2023.**

5 th . October 2023. Purchase of Grave & Interment.	£ 435 – 00.
10 th . October 2023. Headstone Fee.	£ 135 – 00.
11 th . October 2023. Purchase of Cremated Remains Grave & Interment (@ Double Fees).	£ 550 – 00.
18 th . October 2023. Headstone Fee.	£ 135 – 00.
20 th . October 2023. Headstone Fee.	£ 135 – 00.
30 th . October 2023. Purchase of Grave & Interment	£ 435 – 00.
31 st . October 2023. Purchase of Grave & Interment (@ Double Fees).	£ 870 – 00.

Clerk income received in Aug/September 2023.

31 st August 2023. NatWest Bank Interest	£ 72 – 96.
27 th September 2023. Allotment fees	£ 397 – 00.
29 th September 2023. NatWest Bank Interest	£ 70 – 69.
29 th September 2023. SMDC Parish Precept	£13,132 – 50.
	<u>TOTAL INCOME</u>
	<u>£16,368 – 15.</u>

12. Items on Notice:

a) Neighbourhood Plan:

The previous Neighbourhood Plan terms of reference 2020 were checked and adopted.

Proposed Cllr. Bedson – Secoded Cllr. Berrisford – Motion Carried

b) Cllr. Berrisford proposed to move that the Parish Council support the Neighbourhood Plan Committee with financial support of £2200.00 to employ the Professional services of Urban Vision to finalise the Neighbourhood Plan to bring it to the Screening stage.

The Clerk has checked with Locality and there is £920 left of the Grant allocated to Brown Edge to apply for. The process of completing the Plan has been disjointed because of Covid and an Election.

Proposed Cllr. Berrisford – Secoded Cllr. Bedson – Motion Carried

c) Location for the Kings Coronation Oak Tree. A pond and a location were discussed for the oak tree to be planted. The Councillors arranged to meet at the Allotment site to discuss a location at 9am on Sunday 5th November.

d) New Cemetery Field: The Woodland Trust hedgerow applied for by Cllr. Wright will arrive in November. There are 400 saplings to be stored if they can't be planted this season. It was resolved for the Council to invite residents of Lingfield Avenue to come to a consultation at 6.30pm on Wednesday 3rd (*amended 6th*) December at Brown Edge Village Hall. Clerk to write to all the residents.

Propose Cllr. Felton – Secoded Cllr. Wright – Motion Carried.

13.Reports and Actions:

a) Brown Edge Bus Service:

Cllr. Felton has consulted with local bus service operator (Stantons) who want to continue providing a service to the village. The buses are not well utilised and is not a viable bus route. All bus services are being supported by the government and routes are heavily regulated, but this is going to end soon. The Council need to promote using local buses or Brown Edge could lose their public transport connection.

The Chairman allowed a resident to speak about the government funding which is being channelled into the North from the HS2 project. It was resolved to promote the bus service on the Parish Council website, social media and notice board.

Propose Cllr. Felton – Secoded Cllr. Bedson - Motion Carried

14.Correspondence:

a) National Grid pole on Cross Edge:

The document was signed to approve the agreement with the National Grid.

b) A request for three Memorial plaques for a bench at the Lawn Cemetery was received.

The Council debated the issues with benches on the Cemetery.

A member of the public was allowed to speak by the Chairman. It was confirmed that in the past benches had been bought and were the responsibility of the purchaser. This had resulted in some benches not being maintained and others not being in keeping with the others in appearance.

The Council have resolved to buy and maintain benches under the current Bench Policy and should uphold the decision.

Clerk to offer the resident space on the current bench in progress.

15.Items for the attention of other Local Authorities:

- a) **District Council:** Bank End weeds and grass cutting.
- b) **County Council:** Traffic Calming solutions like those in Norton Green.

16.Matters Pertaining to the Parish for the Next Agenda:

a) **Flood issue at Hill Top.** There is a ditch on the other side of the road and the gully is on the bend. There is an entrance to the culvert. They all need connecting up efficiently.

b) **Remembrance Day event in Brown Edge.** A resident has offered to arrange the event. This was accepted with gratitude by the Council. The Church Service will be at 10.15am at St Anne’s Church followed by wreath laying at the Brown Edge Memorial. The Clerk has supplied a wreath from the Poppy Shop in Leek.

c) **Parking on ‘The Breach’** - Breach Road green spaces

17.Motion to exclude members of the Press and Public

as detailed in SCHEDULE 12A of the LOCAL GOVERNMENT ACT,1972

Proposed Cllr. Felton – Secoded Cllr. Oberholster – Motion Carried

18.Confidential Item:

a) **Brown Edge Playing Field:**

It was proposed that representatives from the Parish Council and the Clerk should meet with the developer of the new High Lane properties adjacent to the Playing Field to define the boundary. Clerk to arrange an onsite meeting.

Proposed Cllr. Bedson – Secoded Cllr. Felton – Motion Carried

b) **Interviews are now in progress:**

A decision will be announced at the December meeting.

MEETING ENDED 21.25

Date of the Next Brown Edge Parish Council Meeting:

Next Meeting (*amended: Wednesday 6th December 2023 at 7pm at Brown Edge Village Hall*)

I hereby state this is a correct account of the monthly meeting held by Brown Edge Parish Council.		
Signed: (Chair)	Councillor Cllr. A. Felton	Date: 6/12/2023