



## BROWN EDGE PARISH COUNCIL

### Meeting Minutes

### Monday 2<sup>nd</sup> December 2024

### 7.00pm at Brown Edge Village Hall

Cllr Adrian Felton - Chairman	Cllr. Woodward	Cllr. Phil Berrisford
Cllr. Jane Shufflebotham	Cllr. David Gerrard	Cllr. Neil Hargreaves
Cllr. Margaret Hunt	Cllr. Marylin Marathe	Cllr. Keith Flunder (County)
Cllr. Christina Jebb (District)	Cllr. Kate Oberholster	
2 members of the public	Minutes – Mrs. Denise Wheat	Responsible Financial Officer

- 1) **Chairmans Welcome:** Cllr. Felton welcomed everyone to the meeting.
- 2) **Apologies for Absence:** Vice-Chairman Cllr. Anthony Bedson, Cllr. Joe Porter (Parish & District), and Parish Clerk Hayley Harrison
- 3) **Parishioners Concerns:** None to report
- 4) **PCSO Report:** None present
- 5) **County Council Report: Cllr. Keith Flunder**
  - **Staffordshire Safer Roads Partnership:** Officers would like to have some meetings with elderly drivers in the area. They can give a 2-hour presentation advise on staying safer on the roads. Cllr Hunt said the Brown Edge Luncheon Club would be interested.
  - **Ditch the Bade:** 1150 blades have been handed in since 11<sup>th</sup> November so far. Please keep promoting this scheme.
  - **Leek Library Renovation:** Plans have been discussed at a meeting of District and County Councillors and several public consultation days have been held at the Library. The library will be transferred into the reception of Moorlands House on a temporary basis for approx. 12 months. Renovation of the museum, gallery spaces and the old art studios are also in progress.
  - **The Samaritans, Dec 21<sup>st</sup> Light up day:** Parish & Towns asked to light up buildings green for an awareness about suicide prevention.
  - **Climate Change Action Fund Part 2** for projects with renewable energy ends on December 13<sup>th</sup>.
  - **The History Centre in Stafford** was officially opened today on 2<sup>nd</sup> December. A phenomenal resource to do research.
  - **SMDC Parish Assembly:** Cllr Flunder gave a presentation on Highways with a County officer.
  - **Brown Edge site visit** with Highways officer Dave Rushton - Chapel Lane potholes have now been fixed. Detailed maps of Gullies to monitor drainage and blocked gullies throughout out the village are being produced.
  - **Planning permission on Sandy Lane for a Dropped Kerb.** Permission should have been sought before the resident did the work. They should have applied for a permit to dig from Staffordshire Highways. A discussion was had about other residents land grabbing and people breaking rules. Common Land was also mentioned. Item to be on the next Agenda.
  - **Planning Research:** the Parish Council have expressed concerns about developers that may want to put planning permission in for land that the Council own. The Councils assets list was discussed. There are some pieces of Parish land which has a zero value.
  - ***The valuation of assets was recommended. The RFO will consult with previous Clerk Mr Bourne to seek clarification on land owned.***

## 6) District Councillor Reports:

### Cllr. Jebb:

- **Defibrillators:** AED donate are awaiting a donation from a funder. The Centre still has £1,235 to raise. Another donation of £200 has been made and the first responders have offered to make up the difference. Cllr. Flunder and Cllr. Porter have offered to make a donation from their Councillor Community Funds.
- **Sandy Lane Centre:** The Christmas Fayre is to be held on 3<sup>rd</sup> December, all welcome. New radiators have been fitted temporarily to the old oil supply. Gas will be fitted week beginning 27<sup>th</sup> January. ***Cllr. Woodward asked a question about whether the Sandy Lane Centre has now been secured as a Community building?*** Cllr. Jebb explained the process. The Methodist Church who own the building are negotiating with the Community group to keep the centre as a Community Centre. A place of worship cannot be used to sell alcohol which could limit the halls use for parties and functions.
- **District Council Boundary review:** Cllr. Jebb explained that if District Council Boundaries change, Brown Edge will need to become a Warded Parish. This is happening to even up the numbers of each District Ward so that they have the same number of electors per District Councillor representing them. The Parish could ask for changes as part of the consultation. A discussion was had about Devolution. Cllr Flunder explained that the review is conducted by the Boundary Commission. 1. Number of Councillors, 2. Number of residents per councillor. 3. Number of Councillors on a Parish Council. There is Law protecting parishes. Teir 1 and Teir 2 councillors are not so protected.
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- ***Cllr Oberholster arrived 19.31***
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- **Climate Change Action Fund:** For community organisations, professional assessments are done on buildings and advice given to make them more sustainable.
- **Leek Trestle and Butter indoor markets** have now re-opened.
- **Brough Park Leisure Centre**, is now closed and under renovation.

### Cllr. Porter:(not present) submitted a written Report as follows:

- *For National Tree Week, it was great to plant an additional 7 fruit trees (some replacements) in our Brown Edge community orchard on Bank End – apples, pears, plums, and even damsons too!*
- *I've been working behind the scenes to keep up the pressure on Severn Trent to provide local residents and businesses with the compensation they deserve after all the disruption with water supply issues. STW announced that all residents and businesses affected by the ongoing water supply issues in Brown Edge and Endon will receive compensation of £109.50 on their water accounts. My apologies that this has taken some time behind the scenes, but I've done my best in between work to post updates as and when I've received them.*
- *It was positive to see a lot of key potholes finally repaired on Chapel Lane and Top Chapel Lane. I know there are still a few more that need doing. Thank you to everyone who reported them to Staffordshire Highways, including Brown Edge Parish Council who pushed hard for them to be fixed.*
- *Last week a small team of us went out cleaning the street signs along High Lane, Brown Edge. It was a brilliant team effort to improve signage visibility. We all know how important civic pride is in our community.*
- *It was amazing to hear the news that our first ever Pride in the Moorlands event will take place in June 2025, thanks to funding from Historic England! I'm proud to be part of this local project, which will be spearheaded by local young people with support from OUTSIDE.*
- *At the end of last week we experienced another amazing atmosphere at this year's Brown Edge Christmas Lights and Market! Thank you to everyone who came to see Santa, Mrs Claus and the elves. The turnout was incredible! It was great effort by our Brown Edge Carnival team and The Bush at Brown Edge!*

- *Prior to the recent snow, I was out checking grit bins and reporting gritting issues facing our community during the start of the winter weather conditions. Thank you to all the Highways teams and local farmers who helped to keep our roads clear. Thank you to local residents who kept me updated on gritting issues throughout the community.*
- *I was invited to attend a Highways meeting with my colleague Cllr Keith Flunder and the Highways team to discuss local issues and priorities. We inspected some of the key potholes, pavement issues, blocked grids, and other highways issues, which have been reported on the system.*
- *The local policing team also put out a notice to all parents and carers whose children ride to and from school on push bikes and in the evenings asking that children's bikes are fitted with safety lights and that children themselves have some kind of reflective material on their clothing. PCSOs asked that local children ride their bikes more safely along the main road in particular.*
- *Residents on Breach Road, Brown Edge experienced flash flooding. Thank you to local residents for reporting the issues, which I passed onto the Severn Trent team as a top priority and then they came out to fix the issues. I will continue to liaise with them on the long-term drainage issues.*
- *Our community recently marked a weekend of Remembrance events where we came together to remember our fallen heroes, past and present. Thank you to everyone who helped make Remembrance special this year.*
- *I attended our Staffordshire Moorlands District Council Community Panel where Citizens Advice Staffordshire North and Stoke-on-Trent gave an excellent presentation on their work to support 2,354 unique clients across North Staffordshire with over 10,868 separate issues in the last year. We also heard an update from AED donate who work on behalf of SMDC to help ensure life-saving defibrillators are properly maintained and available when needed across the Moorlands. Please do pop into their new charity shop on Derby Street in Leek!*
- **Apologies, but A LOT of updates!! Merry Christmas to all colleagues and residents.**

7) **Minutes of the 4<sup>th</sup> November 2024** meeting were postponed to the next meeting to be signed by the Vice Chairman.

**Minutes of the 18<sup>th</sup> November 2024 Extraordinary meeting were approved.**

**Proposed Cllr. Hargreaves - Seconded Cllr. Gerrard.**

#### 8) **Declaration of Interests on the forthcoming Agenda:**

Cllr. Berrisford: The Bush

Cllr Hunt: Carnival, Luncheon Club, The Bush

Cllr Shufflebotham: The Bush

#### 9) **Matters arising from previous meeting:**

- a) **'No HGV' signs** progress: This has been partly completed. The Groundwork contractor will be fitting the second post and sign shortly.
- b)
  - i. **Kings Coronation field Bees:** The RFO has passed on details to Cllr Porter to speak to Beekeeper about overpopulation and food supply. It has been confirmed that hives of bee communities can live together. It was recommended that the RFO speaks to Cllr Louise Adams for advice on wildflower meadow maintenance. It was suggested when the Maintenance contract is renewed that Meadow mowing needs to be addressed.
  - ii. **Wildflower meadow stile replacement:** An application has been submitted to The County Public Rights of Way department for a grant to assist to replace the style with a bridal path gate to make the wildflower field more accessible. The RFO explained that the Parish Council will need to fund part of the cost.
  - iii. **Sycamore Gap sapling** suggestion. No progress reported.

**Items to be on the January Agenda.**

- c) **Bank End Garden working party:** Dry stone wall quotations are being gathered. The Chairman thanked all the Councillors and volunteers involved with the work.
- d) **Severn Trent issues** The water company have replaced the switch gear and the work at the reservoir is to be completed over the winter. The flooding has delayed the work. Supply issues Severn Trent would like to hold some consultation meetings to build trust in the Community. Minimal compensation has been offered to residents. ***Flooding in the Village: To be on the January agenda.***
- e) **Car Park:** It was suggested that The Bush could potentially rent the High Lane Car Park from the Parish Council. The Directors need to be invited to meet with the Parish Council. A proposal in writing should be sent to the Clerk and circulated to the Council prior to the January meeting. Monday 6<sup>th</sup> ordinary meeting or prior to budget meeting on 20<sup>th</sup> January was suggested. RFO to invite the Directors to the January meeting.  
***Proposed Cllr Felton – Seconded Cllr. Woodward***

***Cllr Flunder left the meeting: 20.21.***

**10) Planning Applications and Related Issues:**

SMD/2024/0485	33 Church Road, Brown Edge	Proposed rear extension, alterations and extension to existing garage, extension and alterations to first floor.	No objection
SMD/2022/0076 APP/APP/B3438/ W/24/3351328	Land off Bemmersley Road  Appeal from Anesco – Hearing Consultee letter	49.35MW Battery Storage facility including a compound, a DNO control room, a customer substation, security fencing, landscaping and other associated infrastructure.	The final outcomes that could occur were discussed. BEPC need to state what mitigation should be put in place, stress the ecological impacts. Ensure the Community would benefit from development.

**11) Items on Notice:**

- a) **Brown Edge Assets:** To consider registering Parish Council assets  
The asset register needs to be updated, and the land and assets valued. The Parish Council needs to register the assets to protect from possible Devolution. Register of Assets to be reviewed at the next meeting.
- b) **Allotments Tenancy:** The RFO will prepare new Allotment Tenancy agreements to be circulated to Tenants to include the fee increase for 2025. Climate Change, Nature in your Neighbourhood, Pest control, hazardous substances were discussed. . The RFO to also prepare a draft Risk Assessment for the Allotments.
- c) **Playing Field Improvements:** Could the council improve the Playing Field? A grant would need to be sourced. It was suggested the council put something in place next year to improve the goal entrances. Christina suggested contacting the SMDC park officers. The litter bins need replacement. The basketball hoop could be removed. It was suggested to contact Cllr Linda Lea. The RFO has all the documents from the previous project by Cllr. Lea previously funded by European grants. The District Council is signed up to grant funder. Put in key words to grant funder to get the information. Democratic Services send out grant opportunities.
- d) **Dry Stone Walls:** One more quotation is required. The funding can then be applied for in March.

## 12) Finance and Governance:

### a) Payments were Authorised Dec 2024

Proposed Cllr Felton - Seconded Cllr Hargreaves

	Payee	Description	Net	VAT PAYE	TOTAL	Chq. No.
1	Miss V Johnson	administration & travel expenses (cheque not issued in October when authorised due to awaiting cheque book)	£60.00		£60.00	1321
2	Mrs H Harrison	Clerk Salary 10 hours p/w (Month 8) Inc Sick Pay	£605.37		<b>£605.37</b>	1322
3	N&J Tree Services Ltd.	Invoice 7th Visit (Year 2)	£808.50	£161.70	£970.20	1323
4	Draycott Parish Council	Tommy Plaques £3.38 each x20	£67.60		£67.60	1324
5	Local Authority Tech	Website – Design with discount included	£320.00	£64.00	£384.00	1325
6	Eon	Highways Lighting	£640.42	£128.08	£768.50	1326
7	D Smith Groundwork Ltd	No HGV signage	£1950.00	£390.00	£2340.00	1327
8	Cheque cancelled	Incorrectly written				1328
9	Cheque cancelled	Incorrectly written				1329
10	NSALG	Allotment membership subscription	£55.00	£11.00	£66.00	1330
		TOTAL PAYMENTS			<b>£5,261.67</b>	

- b) **Cemetery Recorders Report and other income received:** £2,015.00 received in November.
- c) **NALC have recommended a back dated pay rise for council staff to 1<sup>st</sup> April 2024.** The increase is 62p p/h for all staff. ***RFO to circulate information prior to next meeting.***
- d) **Budget Setting: *The Council resolved to hold a separate Budget and Precept setting meeting on Monday 20<sup>th</sup> January.***
- e) **Staff Cover:** The Chairman thanked the RFO Denise Wheat for covering during the Clerks period of sick leave. The RFO was not paid from 30<sup>th</sup> September as was agreed at the 2024 budget following hand over period. The RFO explained that she could not cover full 10 hours but averaged 6 hours per week until the budget meeting when hopefully the Clerk will return to work.

## 13) Reports and Actions:

- a) **Neighbourhood Plan:** The list of Landowners needs to be set. The Chairman and Cllr. Berrisford will meet up on 17<sup>th</sup> December, time to be arranged.
- b) **New Cemetery Field:** Quotations to be presented at the January meeting.
- c) **Action Log:** RFO to circulate the Action Log for January meeting.
- d) **Parish Assembly Report.** RFO to circulate the minutes when available. Date of next SMDC Parish Assembly to be advised.

**14) Correspondence:**

- a) **A resident of Woodside Avenue has requested that bollards are re-instated. The road is a rat run, causing damage to the road surface which the County Council do not fix.** The emergency services use it. If it is a private road why did the council take the bollards out. RFO to ask the County Council for information about the bollard removal and the road responsibility.
- b) **The Minister from Sandy Lane Centre** wrote to ask about the ownership of the parking area land in front of the Sandy Lane Centre. This has now been resolved.

**15) Items for the attention of other local authorities:**

- a) **District Council:** Playing Field Litter bins, which are Parish responsibility, and which are District?
- b) **County Council:** Woodside Avenue issues, Consult County Highways officer.

**16) Matters Pertaining to Issues in the Parish for the Next Agenda:**

New items raised by Councillors will be carried forward to the agenda of the next meeting.

- **Flooding on Breach Road.**
- **Road Closure at Knypersley:** effects on the Parish
- **Public Telephone Box:** care responsibility.
- **Bank End parking on the verges:** SMDC could enforce. Could the parking area be extended?
- **Luncheon Club:** Finances and transport issues.
- **Social media:** review of the Parish Councils policy.
- **Meeting venue** to be considered due to sharing the Hall on Monday evenings.

**Meeting Ended: 21.37**

<b>Chairmans Name</b>	<b>Signature</b>	<b>Approval Date</b>