



MINUTES OF BROWN EDGE PARISH COUNCIL MEETING
HELD ON WEDNESDAY 3RD APRIL 2024
BROWN EDGE VILLAGE HALL AT 7PM

Present:

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

Six members of the public

Minutes recorded by Mrs. D (Finance Officer)

1. **Chairman's Welcome and Announcements:**

Chairman Cllr. Felton welcomed everyone to the meeting.

2. **Apologies for Absence:**

Cllr. Hargreaves

Cllr. Woodward

Cllr. Jebb (District)

Mrs H Harrison (Clerk)

3. **Parishioners Concerns:**

a) **A Resident of Lingfield Avenue stated that they felt resident concerns have not been considered regarding the hedge planting in the New Cemetery Field.**

The Chairman responded that the Council understand that the residents may be upset. A vote was taken at the March 6th meeting and a decision made for the council to go ahead to plant the hedge quickly because of the recommended planting season.

Putting in a corridor between the properties might have created more issues with anti-social behaviour. The new hedge will go on a regular maintenance plan.

b) **A second Lingfield Avenue resident (sent an email and asked if her points have been considered) stated that the new hedge is planted very close to the resident's boundary, and it has been planted double.** The council responded that double is how a hedge is planted. The residents want to see a plan of how the Cemetery will be set out, where the buildings will be and where the car park will be. They felt a plan should have been produced prior to the planting taking place.

c) **A Lingfield Avenue resident asked if there is anywhere in Brown Edge that residents can see a similar planting layout which is immediately next to residents' properties.** Cllr. Berrisford responded that an architect and a proper plan will be drawn up before any further designing of the Cemetery takes place.

d) **The Lingfield Avenue residents feel the type of hedge planted will be hard to manage (Hawthorn, Holly, Downy Birch, Goat Willow and Crab Apple).** The Council confirmed that the height will be kept low at approximately 4 feet. Maintenance was then discussed, and bird nesting season is March to August (*RSPB*).

- e) **A resident complained that there is a lot of rubble and barbed wire still in the field needing a digger to move.** The Council responded that when the work is done any excavation work will be done correctly.
- f) **A resident asked about the delay in the letters going out to residents. If letters had gone out on time this issue may have been solved with residents having enough time to respond.** The finance officer apologised if the time had been too short to allow responses to be made. On a positive note, Cllr. Porter explained about public consultation and thanked members of the public for coming to discuss at a meeting so that full public consultation can be incorporated into the future plan. Cllr. Flunder explained the full process of consultation and the effect of informing Council decisions.
4. **PCSO Report:** No officers were present. The Chairman read out PCSO Staples letter. An invitation to meet with any councillors was offered. A written report was given about local reports which have been received. The Police seem to be under resourced. Cllr. Porter had spoken to the Chief Crime Commissioner to highlight getting PCSO levels back up in the local Parishes.
5. **County & District Councillors Report:**
- a) **Cllr. Keith Flunder**
- **Staffordshire Day – May 1st** – Walking Festival throughout the whole of the Staffordshire Moorlands. See website.
 - **Spare Paint:** Take left over paint to recycling Centres. Paint can then be accessed free of charge from Stafford for anyone that needs any. Paint is toxic and recycling as much as possible will reduce waste and contamination.
 - **MMR inoculations:** Children must be encouraged to have their vaccinations. Please help families find out where to get the medical advice.
 - **Early Years access:** Two-year-olds will now be able to access day care for children and funding is available to all parents. The County are investing in early years daycare.
 - **Cancer Centre at Royal Stoke:** Funding has been provided for new facilities.
 - **A. I. Investment:** Virtual visits for Health Centres and Hospitals have been created for people with nervous issues and people with learning disabilities.
 - **Road safety reports:** replacement of repeater signs is on the County agenda for the Ward. Cllr. Flunder would like to see 30mph throughout the area. School priorities are in the forefront of the campaign, public consultation in both Endon and Brown Edge for the road safety, traffic calming etc.
 - **Meetings with the local schools,** 15th and 17th April have been offered as dates to meet at Endon High School.
 - **Blocked drains:** Residents have reported gully blockages on Brownhill Road.
 - **Cllr. Flunder has received a promotion to Cabinet Support Member for Highways in the north of Staffordshire.**
- b) **Cllr. Joe Porter:**
- **Sewerage Water:** Reports have been received on Hough Hill and Sandy Lane. Many residents have complained to Severn Trent. Poor service was received from the call centres as they did not get the work actioned quickly. Springs of water coming up through the tarmac adjacent to properties was discussed. Eventually their team came out to fix the problem.
 - **Street Cleansing:** The District operators have been out to clean up after the sewerage issues.
 - **Community Cabinet:** Karen Cooke came to SMDC to answer questions on Police activity. The police will work with the Community Speedwatch team to target problem hot spots. More volunteers are needed for Community Speedwatch as the team is currently only 7 people.

- **Spring Litter pick:** as part of the Keep Britain clean campaign a successful litter pick was done by volunteers in Endon and Brown Edge.
- **Safeguarding Training** is going to be offered for Parish Councillors by the District.
- **Closed Churchyards:** Safety testing will be done on some of the older grave and memorial stones this spring.
- **Staffordshire Fire and Rescue Service** are recruiting volunteer firefighters.

6. **Declaration of Interests:**

Cllr. Porter: Staffordshire Police, NHS and Carnival committee

Cllr. Berrisford: Holly Bush

Cllr. Hunt: Carnival committee

Cllr Bedson: Carnival committee

7. **Approval of the Minutes** of the Meeting held on 6th March 2024. An amendment to Cllr. Porter’s report. In the SMDC Budget the District Council are continuing the Council Tax reduction scheme to support low income houses with paying council tax on their properties.

The minutes were then approved and signed by the Chairman.

Proposed Cllr. Bedson – Seconded Cllr. Berrisford

Cllr. Oberholster arrived 19.55

8. **Matters Arising from previous meetings:**

- Revisit the Death of a Senior Figure Policy. This document has now been received for circulation for the Annual meeting.
- First Responders: Invite them to the Annual Parish Meeting.
- Action Log of Projects: Clerk to liaise with the Chairman on how to present this.
- Website and email problems. Issues with GDPR were discussed. Officers to meet with Mr Turner for training.

9. **Planning Applications:**

SMD/2023/0028	Ball Green Farm Woodhouse Lane Brown Edge	Variation of condition 9 re: SMD/2023/0343	This application went to committee before the Parish could comment and was refused by the Planning Committee at the District.
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10. **Items on Notice:**

- a) **New Cemetery Field Hedgerow:**

Cllrs. Berrisford, Oberholster and Wright, consulted with Proctors Nurseries, who advised on the membrane before planting the hedgerow. A working party then planted the saplings. More work needs to be done at the back of the hedge line to clear rubble before the next planting season and some soil bringing in. A stump needs to be ground out.

- b) **Holly Bush Car Park:**

i. **Sheds:** Anti-Social behaviour has been occurring around the sheds. Some shed material has been sent to scrap and some in the skip. A little more work is needed to shift some more elements of debris.

ii. **EV Charging:** An offer has been made to the Council for 275 KW 4 bays - two bays double, 80% funder 20% to council.

Option 2 50KW 2 chargers 90% to the funder 10% to the council, maintenance included. There is no outlay of cost to the Council. It will take approximately 12 weeks to install. The broker applies to the DNA. There is a potential of an income of 8-12 thousand per year if well used. There are currently no other chargers in the area.

It was resolved to sign to give permission to the company to pursue the offer.

Proposed Cllr. Bedson – Seconded Cllr. Felton – All in favour, Motion Carried.

Charging annual fees to rent space on the car park was discussed. Contracts would be needed. Clerk to check for bay contracts.

11. Finance and Governance:		Authorisation of payments:	Chq no.	
1.	D A Smith Groundworks	Road signage (DHP) <i>Not confirmed to date</i>	<u>£2340.00</u>	1243
2.	Mrs D Wheat Clerk/RFO Salary including back pay (NALC)		£649.26	
	Mileage (Mar 2024)		£ 13.50	
		TOTAL	<u>£662.76</u>	1244
3.	Mrs H Harrison Clerk Salary		<u>£594.97</u>	1245
4.	Mr J Bourne Cemetery Recorder Salary inc back pay SP12		£760.95	
	Mileage		£14.42	
	Telephone		£10.00	
		TOTAL	<u>£785.37</u>	1246
5.	HMRC PAYE (All Staff)		<u>£164.40</u>	1247
6.	N&J Tree Services Ltd.	Invoice 12th Maintenance Visit	<u>£924.00</u>	1248
		Plus cheque cancelled (not delivered)	<u>£924.00</u>	1249
7.	Geosphere Ltd.	Parish Online Mapping Software subscription	<u>£144.00</u>	1250
8.	CPRE	Membership subscription	<u>£85.00</u>	1251
9.	Starboard Systems Ltd.	Scribe software subscription	<u>£414.72</u>	1252
10.	Belford Bros Skip Hire Ltd.	Skip Hire	<u>£220.00</u>	1253
11.	Urban Vision Enterprise CIC		<u>£990.00</u>	1254
12.	Urban Vision Enterprise CIC	additional Neighbourhood Plan work	<u>£1650.00</u>	1255
13.	GR Berrisford & Son	Work on Car Park	<u>£421.12</u>	1256
14.	Seiretto	Web domains and website	<u>£361.00</u>	1257
TOTAL PAYMENTS (March) 2024			<u>£8,341.34</u>	

- Benches:** It was resolved for Cllr Bedson and Berrisford to meet with Officer and Mr Bourne at the Cemetery to look at the bench situation, to bring a solution to the Annual meeting.
- HGV Signage:** Officers to contact County to make sure this has gone through. Cllr Flunder will also check progress.
- Cemetery recorders report:** One headstone installation in March.
- Allotment fee increase:** Clerk to write to the allotment members about the price increase to come into effect in 2025, the Bank Statement has not arrived to date for March, but there will be Allotment fees which have come in during March for renewal on 1st April.
Proposed Cllr. Felton - Seconded Cllr. Wright.

12. Reports and actions:

- Neighbourhood Plan:** Urban Vision have asked for documents which were previously produced for the Green Space assessment, and also the data from public Consultation responses. Clerk to check for any on file and Cllr. Berrisford will consult previous NP. Committee members. An informal meeting is needed to gather local knowledge of Brown Edge green spaces and to get a map made. The Neighbourhood Plan will be a District Council Document which has been written by the Parish Council.
Cllr. Flunder reported the cost of the two referendums will be approximately £10,000 in total. This cost is funded by the District Council. More training will be needed for the New Clerk to handle the process.
- Kings Coronation Committee:**
Cllr. Hunt reported that the Kings Coronation Committee have purchased benches and gazebos. An opening Ceremony will take place at one of the events.

Cllr. Porter has promoted on social media for help to plant the King's Oak tree and 60 fruit trees in the Community Wildflower Meadow adjacent to the Allotments.

c) **Councillor Consultation with St Anne's Primary School:**

Cllrs. Porter and Flunder met with staff and pupils of St. Annes Primary School recently. Topics discussed were as follows:

- Community safety and improving playing field lighting. The younger children don't feel safe at night. The older children hide.
- litter picking and animal shaped bins to encourage recycling
- areas to let dogs run free off the lead to play
- communal seating area for younger children, a peace garden and chill out spaces.
- Play equipment improvements:
- Skate Parks are a very common request
- Monkey bars.
- Basketball area – flat area
- Access for people with disabilities and some special equipment
- Glass at the back of the car park, CCTV was mentioned but this involves complex legislation
- A bike track for the older age group of young people.

Involving the Community:

To assist with applying for grant funding, parents at Endon have fundraised for some equipment. Children can create posters to encourage No dog fouling and No dropping litter. This can also be done as part of the Best Kept Village competition.

Cllr. Porter to send the consultation information to the Clerk to compile a report. It was suggested to also go to Endon High school to do further consultation. All evidence gathered including the public consultation from January can be used to evidence a need when putting together a grant application.

It was mentioned about the dispute of the Boundary at the Playing Field. The Clerk has received no further correspondence.

13. **Correspondence:**

- a) **Operation Sparkle:** Thanks was received from the Allotment Association for the operation Sparkle to clean up areas of the Allotment and to clear some rubble. Special thanks to Cllr. Berrisford and to the staff of N&J Tree Services for their hard work and transportation on the day.
- b) **Wreath removal:** Complaint from N&J Services about comments on social media about removal of Christmas wreaths from the Cemetery. The council apologised but can't respond to complaints on Brown Edgers Facebook page as a formal body. The officers tried to promote the information in the Parish News and also on social media, but could have put up bigger signs at the Cemetery. Staff will try harder next year to cover all possible communication pathways.
- c) **Lingfield residents:** Residents complained that they had not received enough notice before the work to lay the hedge was done.
- d) **Council Communications:**
Communication with the Clerk and Finance Officer was raised:
Communications need to be clear and working correctly.
Phone numbers, Email addresses, issues with bounce back.
Response needs to be sent to confirm information has been received.

14. **Items for the Attention of other authorities:**

- a) Matter for the District Council: Blocking visibility. A car parked on Willfield Lane is blocking the pavement and preventing visibility for other road users.
- b) Matters for the County Council: HGV signage and Sytch corner junction potholes.

15. **Matters Pertaining to issues in the Parish for the next Agenda:**

- a) Cllr Hunt: residents are concerned about bikes going into the park at night time. Reports to be made to the Police when activity is sighted.
- b) Switch website provider if solutions to communication issues can't be solved.

Meeting ended 21.30pm.

16. **Dates of the Next Brown Edge Parish Council Meetings:** Councillors to seek community organisations to come to do short presentations. There will be an open debate on any issues pertinent to the Parish.

Annual Parish Meeting (Parish Assembly), 6pm refreshments and networking for 6.30pm start for speakers followed by:

Annual Meeting of Brown Edge Parish Council – Wednesday 1st May 2024 at 7.30pm, 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: