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MINUTES OF BROWN EDGE PARISH COUNCIL MEETING  
HELD ON WEDNESDAY 7<sup>TH</sup> FEBRUARY 2024  
BROWN EDGE VILLAGE HALL AT 7PM

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**Present:**

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

5 members of the public

Minutes recorded by Mrs. D Wheat (Finance) and Mrs H. Harrison (Clerk)

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

Chairman Cllr. Felton welcomed everyone to the meeting.

**2. Apologies for Absence: Cllr. Woodward**

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**3. Parishioners Concerns:**

- a) A resident spoke about more information he had found about the green space in the village known as the War Moors. He would like an opportunity to show this to the Council in detail.
- b) A resident came to show evidence to support an objection to a Planning Application. The council listened to the residents' concerns. The Chairman moved discussion of the item to the planning item on the Agenda.

**4. PCSO Report: No officers were present. Clerk to contact the PCSO's each month to remind them of the meeting dates.**

**5. County & District Councillors Report:**

**a) Cllr. Keith Flunder**

- **Staffordshire Tourism Conference:** Cllr. Flunder attended a conference at Alton Towers to establish over the County how local councils and businesses could improve tourism and encourage more visitor attractions in Staffordshire.
- **School Parking:** Cllr. Flunder had received a request from a resident concerning parking for St Annes School with a suggestion that the council consider a potential parking area at the new cemetery which could be used for both purposes.
- **Knypersley Reservoir:** The County and District Councils are looking at reducing the car parking charges.
- **Hill Top Flooding:** This issue has now been resolved by the County Highways team.
- **Family Improvement Board:** The new committee are very active and are rolling out social media information over the next month.

**b) Cllr. Christina Jebb:**

- **UK SPF Grants:** Applications are slow to come in. The Council should look at projects that Brown Edge community could be eligible to apply for. Training is available through Support Staffordshire.
- **Breach Lodge:** More information regarding planning concerns will be forwarded onto Councillors.
- **Green Spaces:** The District Council continue to do as much as possible to protect green spaces in our local area and are including wellbeing and biodiversity in their aims.
- **Empty Properties:** The District Council are looking into an empty property premium scheme, any properties that are left unoccupied for a period of time will be charged. There are property exemptions including holiday homes, major renovations and probate.

**c) Cllr. Joe Porter:**

- **Marshes Hill:** Staffordshire Wildlife Trust have organised two days of maintenance work, working party volunteers will be encouraged. There will be a public consultation in the future, date to be confirmed.
- **Holocaust Memorial:** A very moving service was attended by District Councillors in Leek on 27<sup>th</sup> January at St. Edwards Church. This is now an annual memorial event.
- **Dog fouling:** More signs have gone up on the lampposts and stencils on the pavements. The District Council are encouraging everyone to report hot spots via the local SMDC website.
- **Household Waste:** There have been many reports of missed bin collections. This has been due to the bad weather and how it affects the collection vehicles. Spoken with the collection team and all bins should now have been collected.
- **Orchard Maintenance:** Cllr. Porter and the Clerk shovelled some bark chippings around the trees to aid water retention. Thanks to Mark Tate for delivering the bark.
- **Nursery Close:** The grit bin has been identified to belong to Your Housing. It has now been refilled.
- **Councillor Surgeries:** Dates for regular face to face surgeries in the Morrisons supermarket and at Endon Methodist Church are publicised on social media and by calendar cards to be delivered soon.
- **Community Speedwatch:** Volunteers are being photographed and images used to ridicule on social media which is unacceptable.

***7.30pm Cllr. Oberholster arrived***

**6. Declaration of Interests:**

Cllr. Porter: NHS and Carnival Committee

Cllr. Berrisford: Holly Bush and Carnival Committee

Cllr. Hunt: Lunch Club and Carnival Committee

Cllr. Bedson: Planning Applications at Hill Top and Carnival Committee

**7. Approval of the Minutes of the Meeting held on 3<sup>rd</sup> January 2024 were approved and signed by the Chairman.**

***Proposed Cllr. Berrisford – Seconded Cllr. Wright***

The extra ordinary precept meeting minutes from 18<sup>th</sup> January were not approved at this meeting as the council had not had 3 days to review them. The minutes were moved to the March meeting to be approved.

## 8. Matters Arising from previous meetings:

- a) **High Lane Playing Field:** the wall has now been fixed and repointed. Clerk to remind the developer regarding the boundary change at the Land Registry to prevent future misunderstandings and to ask about sponsorship of a bin.
- b) **New Cemetery field manhole cover:** no repair yet. Location has a traffic cone to highlight the problem to the farmer. Cllr. Berrisford will get a quote for a replacement cover.
- c) **New Cemetery Field hedge maintenance:** The maintenance has been carried out. Finance Officer to visit farmer to collect grazing rent and will ask about an annual flail mow to keep the hedge tidy or it will need to be added to the maintenance contract.
- d) **To revisit the Death of a Senior Figure Policy:** The Chairman would like to gain more information regarding names, addresses etc. of previous Parish Council members.  
**Action log:** Cllr. Felton will speak to previous Chairman Peter Turner about the Council history and the policy.
- e) **First Responders:** The Chairman read out a letter from Cllr Bedson. Suggestions made for an opening day to encourage the recruitment of First Responders. Cllr. Bedson has spoken to Karen Bradley MP. About volunteers. The Chairman allowed Cllr Flunder and Cllr Jebb to join the discussion with information about the County Health Committee and the Staffordshire Healthwatch team who are doing a consultation on 999 response. Cllr Jebb had helped to set up the First Responders in Brown Edge when there were 31 responders trained. Previous Parish Councillor Jane Shufflebotham was allowed to speak and she clarified that the surrounding Parishes of Endon and Bagnell were also involved when the original recruitment was done. It was agreed to draft some flyers and advertise a recruitment event with help from the current First responders if they agree to this and to ask Support Staffordshire for their help with recruiting volunteers. Cllr Oberholster suggested the Council should be thanking the current first responders showing appreciation for their service. The Parish Assembly and the Carnival Day were discussed as opportunities to do this.  
**Proposed Cllr. Felton – Seconded Cllr. Hunt – all in favour**  
**Action log:** Cllr. Bedson will liaise with the First Responders and to invite them to attend a meeting.

**Cllr. Flunder left the meeting 20.05**

## 9. Planning Applications:

<b>SMD/2023/0511</b>	278 Bemersley Road Brown Edge	New and additional balustrading to balcony over garage.	<b>DECISION:</b> <b>Objection:</b> Un-neighbourly. The application never went through planning and has been erected unlawfully.
<b>SMD/2023/0643</b>	Clelow Bank House Hill Top Brown Edge	Application for a Lawful Development Certificate for an Existing two storey rear extension	<b>Objection:</b> Planning enforcement should do a full investigation.
<b>SMD/2023/0005</b>	5 Hill Top Close Brown Edge	Proposed single storey side extension	<b>No objection</b>
<b>SMD/2023/0028</b>	Ball Green Farm Woodhouse Lane Brown Edge	Application for Variation of Condition 9 re: SMD/2023/0343	<b>No objection</b> to the change of conditions.
<b>SMD/2023/0555</b>	The Grange Clay Lake Endon ST9 9DD		Development lies within Endon Parish Council boundary <b>Move to next Agenda</b>

**Cllr. Flunder returned to the meeting at 20.22**

## 10. Items on Notice:

- a) **Allotments:** Request for skip hire for 2<sup>nd</sup> March tidy up working party day at the Allotment  
*Action log: Cllr. Berrisford to organise the hire of a skip.*
- b) **Lingfield Avenue:** to be added into next month's items on notice to write to the residents in that street regarding the new hedge. Concerns were raised that the recommended tree planting season ends by 31<sup>st</sup> March.

## 11. Finance and Governance:

**Chq No**

1. <b>Mrs D Wheat</b> Clerk/RFO Salary including back pay (NALC)	£774.60	
Phone (Tesco Mobile Top Up)	£ 37.50	
Mileage (Jan 2023)	£ 27.00	
<b>TOTAL</b>	<b>£839.10</b>	<b>1230</b>
2. <b>Mrs H Harrison</b> Clerk Salary	<b>£594.97</b>	<b>1231</b>
3. <b>HMRC PAYE</b> (All Staff)	<b>£193.80</b>	<b>1232</b>
4. <b>N&amp;J Tree Services Ltd.</b> Invoice 10th Maintenance Visit	<b>£924.00</b>	<b>1233</b>
5. <b>N&amp;J Tree Services Ltd.</b> Work on New Cemetery Field Hedge	<b>£2,265.60</b>	<b>1234</b>
<b>TOTAL PAYMENTS January 2024</b>	<b>£3,893.47</b>	

- a) **Payments: Proposed Cllr. Bedson – Seconded Cllr. Oberholster**
- b) **Cemetery recorders report:** No Cemetery transactions in January.
- c) **Other income:** None received by the Clerk in January
- d) **Allotment fee increase:** The finance officer advised that the Allotment Committee need 12 months' notice of a rent increase. It was proposed to write to the allotment members to notify them formally of the price increase for 2025,  
**Proposed Cllr. Felton – Seconded Cllr. Wright**
- e) **Grant report:** SMDC UKSPF Up to £50,000 is available for suitable projects to community infrastructure. The application requires 3 quotes for works and the council would need to match fund by 20%. The RFO to apply for the Holly Bush Car Park following a meeting of the councillors onsite to decide what improvements are needed. Suggestions included:  
**Fencing, resurfacing, line painting, and to increase community use for a space to hold the Carnival and a Christmas market.**

## 12. Reports and actions:

- a) **Fire at the Lawn Cemetery:** report completed by the Chairman who witnessed the event.
- b) **Removal of advertising signage from village trees:** Signs disappeared so no further action required.
- c) **Neighbourhood plan progress report:** Cllr Beresford updated the council that the Green Space study has now been included and the plan is 85% completed and will be finished by the end of February.
- d) **Kings Coronation lottery grant project:** Cllr. Hunt reported that planning is well underway to fulfil the grant criteria to spend the funding by the end of March. Two benches have been ordered. A further bench for the sensory garden at the Sandy Lane Centre was suggested. Other items to be purchased are spring bulbs, a marquee, fruit trees, an oak tree and a traditional VIP tent with a bone china tea set for guests.
- e) **Playing Field consultation:** Feedback was received from residents on the Public Consultation day. It was noted that the Council appreciate former Councillor Linda Lea for sharing her knowledge and previous research about the Playing Field. Cllr. Porter and Cllr. Felton will engage with the local

Primary and High schools to consult with the young people to find out what equipment they would like.

**Propose Cllr Felton - Seconded Cllr Bedson - Motion carried**

- f) **Hollybush Car Park:** Cllr Felton arranged to meet the other Cllrs on Saturday 24<sup>th</sup> February 2024 at 8am to discuss how to manage the site going forward.

**13. Correspondence:**

- a) **Memorial plaque requests:** It was discussed that an additional bench will need to be purchased to fulfil the current amount of plaque applications. A discussion was had about a 'Memory Lock' idea which has become a tourist attraction in other Towns as a different form of memorial.
- b) **Memorial wreath removal:** No issues this year
- c) **Post box for the Clerks mail:** the Village Hall Committee are considering the request, but they do not have a post box facility on the Hall at the moment, so this is unlikely. Cllr Jebb to enquire if the Council can use Sandy Lane Centre.
- d) **Allotment correspondence:** No empty plots are available; a new resident has recently signed a contract for the vacant one.

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

- a) **Matter for the District Council:** RFO to apply to CIF for funding if possible.
- b) **Matters for the County Council:** Still waiting on a quote for signage from Cllr. Flunder's DHP.

**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 nighttime.
- b) Cllr Jebb: Requested for another defibrillator to be installed in the village, more information required by Cllr Jebb. Cllr Hargreaves suggested a letter of support to the Sandy Lane Centre. RFO to speak to previous Clerk Mr Bourne about the cosy and dates that the current defibrillators were acquired.
- c) Cllr Porter requested installation of Owl boxes at the Allotment site. Costing to be brought to the March meeting.
- d) A review of the Contracts for the Allotment Tenancies
- e) Item on notice to write to Lingfield Avenue residents concerning the hedge planting.

**Meeting ended 21.30pm.**

**Dates of the Next Brown Edge Parish Council Meetings:**

**Full Council Meeting – Wednesday 6<sup>th</sup> March 2024 at 7pm, Brown Edge Village Hall**

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