



MINUTES OF BROWN EDGE PARISH COUNCIL MEETING
HELD ON WEDNESDAY 7TH DECEMBER 2022
BROWN EDGE VILLAGE HALL AT 7PM

Present: Councillors – Cllr. Felton (Chairman), Cllr. Turner, Cllr. Woodward, Cllr. Hargreaves, Cllr. Oberholster, Cllr. Owen, Cllr. Porter (District), Cllr. Flunder (County)
1 members of the public
Minutes recorded by Mrs. D Wheat (Clerk)

1. Chairman’s Welcome and Announcements:

Cllr. Felton opened the meeting.

2. Apologies for Absence:

Cllr. Bedson (Vice Chairman)

Cllr. Wright

Cllr. Lea – Dispensation for ill health.

3. Parishioners Concerns: None

4. PCSO Report: PCSO’s Staples and Peacock were not present.

5. County Councillors Report: Cllr. Flunder was not present at the start of the meeting, so the item was moved to later in the meeting.

6. District Councillor Report: Cllr. Porter was also not present at the start of the meeting.

7. Declaration of Interests:

Cllr. Owen – Maintenance Contract and Item 14c

8. Approval of the Minutes of the previous meeting: Meeting 5th October 2022 were approved as an accurate record.

Proposed Cllr. Turner – Seconded Cllr. Oberholster – Motion Carried

The Extraordinary meeting held on 29th November were amended to include the presence of Cllr. Woodward.

Proposed – Cllr. Turner – Seconded – Cllr. Woodward – Motion Carried

9. Co-option to fill the Vacancy on the Council:

No candidates came forward for co-option. It was resolved to advertise the vacancy again to promote the role. Item moved to the January meeting.

10. Matters Arising from previous meetings:

a) Christmas Tree and Christmas Lights Competition:

The Christmas tree is now in position. Thanks were given to the Maintenance team for getting this done promptly. Sarah Turner-Holdcroft has volunteered to organise the Christmas Lights competition. Cllr Turner offered to source the sponsors for the prizes.

Proposed Cllr. Felton – Seconded Cllr. Turner – Motion Carried

Cllrs. Owen and Hargreaves joined the meeting at 7.10pm

b) Assets of Community Value:

It was resolved that the Clerk should start the process to apply for Community Asset Value on the Village shops to protect the Village centre from any further inappropriate development and loss of amenities for the Community.

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

c) Remembrance Day Report: Cllr. Turner reported that the ceremony at church and at the cenotaph went well and was better attended than last year. It was noted that a microphone would be a useful addition to make the speeches clearer for the members of the public that attend to hear. The Chairman offered to write to Mrs Snape and Jackie Snape to thank them for organising the Church service and the Royal British Legion memorial which is non-denominational. St. Anne's School held their service with the children on the 11th of November, Armistice Day. Tina Holdcroft was thanked for her event organising of the Brown Edge Bake Off which again was a great success for the community. Holding the "Bake Off" at the Village Hall following the RBL memorial provided some lovely refreshments and brought the Community together.

d) Groundwork Tender additions:

The Chairman had completed a walk to inspect the village and turned this into a visual presentation of images of areas needing Lengthsman attention. Some items were considered for addition to the Groundwork Maintenance Tender. Other items like the grit bin, were resolved to be left out of the new Groundwork Specification.

Cllr. Woodward presented the draft Tender document. The Clerk will update this ready for approval at the January meeting.

Cllr. Woodward was asked to quote for the pointing work to the Hooping Wall.

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

e) Allotment report:

The Clerk had applied for two grants, one for resources for a community plot which groups could come to use for holistic style therapy or for educational sessions, the other for eco water butts and guttering to preserve water and improve water retention. The Allotment Committee now need to supply some documentation to complete the application process.

f) Community Speedwatch & VAS sign on Breach Road:

The Clerk has the new Speed device equipment, signage and High Vis, plus the Police volunteer identity cards. The group of volunteers which has formed in Endon have also done some sessions in Brown Edge. More Brown Edge volunteers are still required to improve the team and to make it sustainable.

The VAS sign battery has been changed. The other battery is now charged. The Clerk will monitor how long each battery will last and start to collect data of speed and frequency from the device.

g) Defibrillators:

The Clerk reported that all three of the village units at Holly Bush, Top Pub and the Village Hall have now been serviced and the batteries changed. The Circuit has also been updated with the new information so that the defibrillators are rescue ready.

h) New Cemetery Field:

A discussion was had regarding wildlife and the edges of the field. Planting a hedge was suggested.

Point of Order: As this was a new proposal it will need to be planned and budgeted for in a future

meeting. The Council have already approved the overgrown weeds to be strimmed back. Clerk was asked to formally write to N&J Services to request for this work to be actioned.

Proposed Cllr. Turner – Secoded - Cllr. Hargreaves – Motion Carried

i) Lawn Cemetery Dividing Hedge:

There has been no meeting to date with St Anne’s School headteacher to discuss the work needed to maintain or remove the overgrown conifer dividing hedge. Cllr. Owen to organise this.

j) Grazing Licence:

The Clerk was asked to prepare this document before collecting rent for grazing for the forthcoming year. The Council HR and Legal Committee to review the document prior to its issue to the licensee. Cllr Woodward and Felton will meet with the Clerk and Tenant to witness the signing.

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

k) E.V. research report:

Cllr. Felton explained that Electric Car Charging will bring in some revenue and will provide a service for the village. There is currently a lack of charging facilities in the District. It will support the CIC proposals for development of the Holly Bush. Quotations to be gathered for consideration.

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

Cllr Porter and Cllr Flunder arrived at 8pm following a meeting at SMDC.

l) Sports Grant Application:

The Clerk reported that a meeting has been arranged with Angela Dale an officer from High Peak to look at ways to progress this application for Sports or Active fitness Grant funding for Brown Edge. Cllr. Poster and Oberholster will also attend and report back at the January meeting.

m) Village Map:

The Clerk attended an online course with Ordnance Survey but there were technical issues with the presentations and the course was cancelled by OS until it can be rescheduled. Cllr. Turner mentioned a previous membership of Parishes Online. Clerk to find out the cost to subscribe to this for the next meeting as this could be used for other village projects.

n) Community Orchard Lectern:

It was proposed to use a local supplier as quotations from the online suppliers have not materialised. It was discussed that 5 orchard trees have not survived. It was proposed to seek advice from the Nursery and to replace the trees.

Proposed – Cllr. Felton – Secoded Cllr. Turner – Motion carried

o) Flood Report from County Council:

The County Council Flood Team have been out to Brown Edge to inspect the issues of flooding in Brown Edge. A discussion was had about where the local wells draw their water from. The water supply to these wells needs to be preserved. It was resolved for the Clerk to write to the Flood Officers to ask for a report on this preservation in relation to the work that is to be done to cure the flooding on The Breach. Cllr Flunder stated that he is working closely with the Flood Team and will liaise with them directly.

Agenda Item 5: The Chairman moved that The County Council report was now given.

- Cllr. Flunder apologised for missing the Brown Edge Christmas Lights Switch on event. He also thanked Cllr. Turner for laying a wreath on his behalf at the Remembrance Day event.
- County Heath Committee – a new integrated Care board has now been formed, who are working on health workforce recruitment and retention and also at access to G.P Surgeries.
- Audit and Accounts – County Officers are working hard on this.
- Social Care, Children’s Services and Holiday Activities – costs are rising and need to be budgeted for in the forthcoming financial year.
- Together Active email updates – Clerk asked to forward these onto Councillors.
- Biddulph Library are opening a Board Gaming Club.
- Local Road Closure updates will be forwarded to the Clerk.

Agenda Item 6: The Chairman moved that the District Council report was now given:

- Cllr. Porter reported that it is the District Councils ambition to try to freeze Council Tax for 2023.
- Festive Food parcels and Christmas lunches are being subsidised again by the Haregate Centre. Cllr Porter asked for donations of £2.50 for each parcel and asked Councillors to nominate some residents of Brown Edge to receive these.
- SMDC have implemented free parking for shopping days across the District to encourage Christmas shopping trade.
- Staffs Warmer Homes project – home owners can apply for grants for Green energy projects.
- Councillor Community Initiative – Grants are still available to local community projects. Please encourage organisations to apply.
- Council tax reduction scheme – the process of applying has been made easier for residents to access.
- A hub has been opened at Moorlands House for people to get help with the cost of living crisis. New extended opening times of 9.30am – 3pm
- A green networking evening was held recently but due to short notice and many council representatives being unable to attend, a similar event will be arranged in the new year.
- Potholes on the Rocks have been reported.
- Woodhouse Lane – a new sign has been ordered and will be replaced in the New Year.
- Cllr. Porter has appeared as an Elf to help at recent Village Events.

11. Resolutions Being Pursued:

a) Legal & HR Committee:

The committee met on 6th December to review Staff Salaries. It was identified that the Clerks Salary does not fit a NALC recommended pay structure and has previously been based on inflation rate. The Clerk is currently at Level LC1, but due to recent finance responsibilities now will move to LC2 band. It was proposed to increase the Clerks salary to £14.21 per hour based on 40 hours per month from April 2023.

Proposed Cllr. Felton – Seconded Cllr Hargreaves – Motion Carried

The Cemetery Recorders contract was also reviewed. It is not in this contract to open, close or clean the Cemetery Toilets. It was proposed to increase the Cemetery Recorders Salary by 5%.

Proposed Cllr. Hargreaves – Seconded Cllr. Oberholster – Motion Carried

It was suggested that the Cemetery Recorder is asked to attend meetings occasionally to report on cemetery issues.

b) **New Projects Committee:** No report as no meeting has been held.

c) **Maintenance of Assets:**

- The Clerk was asked to re-circulate the Rospa Report for High Lane Playing Field. A quotation was presented to be considered at the January meeting for paint work required for the Playing Field gates.
- Groundwork Maintenance Tender – Draft completed, following amendments and additions the new document to be presented at the January meeting for approval. The Tender will then be advertised in the parish news, on Social Media and on the Website from the February meeting date and to be confirmed at the March meeting.

Proposed Cllr. Porter – Seconded Cllr. Turner – Motion Carried

12. Items on Notice:

St Anne’s School have asked for written support for their Lottery Bid Application. The Council resolved to support the bid. The Chairman will write directly to the school.

13. Planning Application:

a) SMD/2022/0540 8 Holmfield, New Lane, First Floor Study Extension

The Clerk reported that the application has already been approved by District.

14. Finance & Governance:

a) Cemetery Recorder report (Oct & Nov)

28 Oct 22	Scattering Ashes	£	44.00
11 Nov 22	Grave Purchase & Internment fee	£	250.00
23 Nov 22	Headstone fee	£	120.00
25 Nov 22	Internment fee	£	155.00

b) Clerk report (Oct & Nov)

31 Oct 22	Bank Interest	£	3.63
10 Nov 22	HMRC VAT Return 1/4/21-31/3/22	£	18,157.05
16 Nov 22	HMRC VAT Return 1/4/22-30/9/22	£	30,823.54
30 Oct 22	Bank Interest	£	6.40

c) Authorisation of Payments:

i.	Mrs D Wheat Clerk Salary, Phone, Mileage (Nov 2022) plus Poppy Appeal (Wreath) £20.00	£	487.77	
ii.	HMRC PAYE	£	108.40	Chq.1129
iii.	N&J Tree Services Ltd. Invoice 9th Maintenance Visit	£	820.75	Chq.1140
iv.	Staffordshire County Council - Speed Device Kit	£	430.48	Chq.1139
v.	Woodcraft UK - Bench plus Fittings	£	1,356.96	Chq.1138
vi.	CU Medical - Defibrillator Batteries £208 each - <i>no invoice receive (not approved)</i>			
vii.	G.R. Berrisford & Sons – fitting of cemetery bench	£	60.00	Chq.1137
viii.	S Newman Allotment Refund (original cheque returned uncashed)	£	100.00	Chq.1136
ix.	Waterplus Direct Debit 29/11/22	£	11.14	DD

10. British Gas Contract:

The Clerk reported that the British Gas contract is due to expire.

A new 'light' contract has been offered to keep the standing charge as low as possible instead of a full business contract.

The Council resolved to move to the Lite contract by Direct Debit
Proposed Cllr. Felton – Seconded – Cllr. Hargreaves – Motion Carried

- d) **Financial Report and Budget Planning** – The Council resolved to hold an Extra Ordinary Meeting of the Council on Tuesday 3rd January at 7pm prior to the main meeting on 4th January to set the budget for 2023.

15. Reports and Actions of Parish Councillors undertaking business/actions on behalf of the council
Cllr. Turner reported that he has mended the Flag.

16. Correspondence:

- a) **Letter from Alderman Jebb regarding moving to the smaller room to improve acoustics of meetings:** The Council thanked Alderman Jebb and they have now moved to the smaller room.
- b) **Land Registry of the High Lane Car Park.** It was noted that the Land Registry have registered the purchase of the Land at 181 High Lane, Brown Edge to Brown Edge Parish Council care of the Clerks address. The Land Registry states that the Parish Council purchased directly from the previous landowners and omitted the fact that Brown Edge Holly Bush Ltd. purchased the land prior to Brown Edge Parish Council purchasing the land. For historic reference this note needs to be minuted for clarity.
- c) **CPRE have invited the Parish Council to become members.** The organisation provide advice on any land and rural advice. The council resolved to become members in 2023 for the annual fee of £60.00.

Proposed Cllr. Felton – Seconded Cllr. Hargreaves – Motion Carried

- d) **A response to the Rail feasibility study** was returned by the Chairman asking for a caveat that connection to other forms of transport and the links to the cycle and footpath networks to be also planned into the process. Cllr. Flunder said this is also in his Portfolio. The platform will be in Endon for access from Brown Edge. One of the aims is to improve transport for commercial heavy goods from local quarries to take HGVs off the road network and onto Network Rail.

17. Matter for the District Council – No additional Items were discussed.

18. Matters for the County Council – No additional items were discussed.

19. Matters Pertaining to Issues in the Parish for the Next Agenda:

Cllr. Hargreaves proposed to have new signage for the entrances to the Village, possibly also marking the entrance to the Staffordshire Moorlands. Item for the January Agenda

The meeting was closed by the Chairman at 9.40pm

Next Meetings at Brown Edge Village Hall at 7pm:

Tuesday 3rd January 2023 Budget and Precept

Wednesday 4th January 2023 Full Council Meeting

I hereby state this is a correct account of the monthly meeting held by Brown Edge Parish Council.		
Signed: (Chair)	Councillor	Date: