



MINUTES OF BROWN EDGE PARISH COUNCIL MEETING
HELD ON WEDNESDAY 7TH JULY 2021
BROWN EDGE VILLAGE HALL – 7.00PM

Present: Councillors – Cllr. Turner (Chairman), Cllr. Turner-Holdcroft, Cllr. Sherratt, Cllr. Owen, Cllr. Porter (SMDC),

No members of the public were in attendance.

Minutes recorded by Mrs. D Wheat (Clerk)

1. Chairman's Welcome and Announcements:

The Chairman welcomed everyone to the Meeting. A letter has been received from Buckingham Palace in response to the letter of condolence sent to the Queen on the Duke of Edinburgh's death from Brown Edge Parish Council. The Council agreed to publish this message to the community – *All in Favour*

2. Apologies for Absence:

Cllr. Corbett – work commitment
Cllr. Felton (Vice Chairman) - on holiday
Cllr. Hargreaves –family commitment
Cllr. Woodward – family commitment
Cllr. Wright – unwell
Cllr Lea (SMDC) approved leave of absence
Cllr. Flunder (SCC) – other Council commitment

3. Parishioners Concerns: None present

4. District Councillor Report: Cllr. Joe Porter

- **Climate Change Action Plan** – All Parish Councils will be asked to participate in a consultation.
- **Climate Change Community Fund** is now open for applications. Schools can apply for £300.00 for eco-schools' projects. Cllr. Owen suggested linking the Allotments and St Anne's School for a project.
- **Community Safety Board** – A new board has been formed to look at Community Safety in the District.
- **Litter picking Volunteers** have been out again in Brown Edge. Thanks to Cllr. Sherratt for her support. Cllr. Owen has done risk assessment on the Playing Field and while doing this observed people letting dogs loose. Litter is coming over into the Playing Field from the pub. Both issues need to be addressed.
- **Armed Forces Day** – A ceremony and flag flying event was held at Moorlands House in Leek recently.

5. County Councillor Report: Cllr. Keith Flunder has submitted a written report in his absence:

- **Highways working group:** A date needs to be set to meet to look at all the Highways issues in the village and to make an action plan.
- **Public Rights of Way:** Cllr Funder is meeting with Staffordshire County footpaths manager – Paul Rochfort to progress the improvements to the PROW project in Brown Edge.
- **School Sign** – A meeting needs to be arranged with the head teacher of St Anne's Primary as funding is reserved from the County fund. More discussion is needed.
- **Community Funding has re-opened** – please encourage local community organisations to apply.
- **Climate Fund** – New environmental project funding is now available.
- **Covid updates are still being circulated** – lots of pop-up testing centres are scheduled for the Moorlands

- **Children's Activities for the School Holiday** – Please check the Staffordshire Libraries website and social media for lots of events to get involved with.

6. Declaration of Interests:

Cllr. Owen declared an interest in the Maintenance Contract

7. Minutes of the Meeting held on 2nd June 2021 were approved (Appendix 1). The Clerk apologised for the mistake on the agenda which stated 'Annual Meeting' 2nd June 2021.

Proposed – Cllr. Sherratt – Seconded – Cllr Turner-Holdcroft – Motion Carried

8. Matters Arising from previous meetings:

a) Formation of a Legal and H.R Committee – Draft Terms of reference were viewed. (Appendix 2)

A nomination was proposed in his absence for Cllr. Corbett to be Chairman with Cllr. Owen and Cllr. Turner to be on this committee. To be decided at the next meeting of the full council when the nominees are present.

Proposed – Cllr. Turner-Holdcroft – Seconded – Cllr Sherratt – All in favour

b) Formation of a New Projects Committee – Draft Terms of Reference were viewed. (Appendix 3)

A nomination was proposed in his absence for Cllr. Felton to be Chairman with Cllr. Sherratt and Cllr. Turner-Holdcroft to be on this committee.

Proposed – Cllr. Turner-Holdcroft – Seconded – Cllr Sherratt – All in favour

c) Formation of a Maintenance Committee – Draft Terms of Reference were viewed. (Appendix 4)

A nomination was proposed in her absence for Cllr. Wright to be the Chairman with Cllr. Woodward and Cllr. Hargreaves to be on the committee.

Proposed – Cllr. Turner Holdcroft – Seconded – Cllr. Sherratt – All in favour

Cllr. Porter asked if himself and Cllr. Flunder would be allowed to attend the new committee meetings. The Chairman confirmed this and said members of the public can also attend or even be appointed onto the Committees.

d) Pest Control – The Clerk reported that the Rats at Sytch Well have been inspected by the Environmental Officer from SMDC. Because of the public area and exposure to pets and children they are unable to put any rat bait down. If any members of the public in the immediate vicinity would be prepared to have some bait in a safe garden environment away from pets and children, the rats will have runs through to the well and will carry the bait with them. The Environmental Health Officer also suggested publicising for local residents to refrain from feeding birds until the problem is cleared. A discussion was had whether to have signage placed at the Well to warn people not to drink the water.

e) Play Equipment – The Clerk reported that the company that supplied the play equipment with the fireman's pole (Kompan) have said the equipment is suitable for over 5's and signage should be displayed. A discussion was had about the equipment, and it was agreed to remove the spiral from the pole anyway. The Chairman will contact the local Blacksmith. Item to be moved to the Maintenance of Assets agenda.

9. Resolutions still being pursued

The Council Activity Tracker was reviewed. The Chairman stated that with the formation of the Committees the tasks can be broken down to smaller lists to make them more achievable.



10. Reports and Actions of Parish Councillors undertaking business/actions on behalf of the council:

a) Footpath and Bridleway Progress Report: The Clerk reported a Teams meeting is scheduled with Cllr. Flunder, the Staffs Moorlands Ranger and Paul Rochfort to find out how to be more specific when applying to the PROW Grant to focus on one project.

11. New items:

a) Cemetery Maintenance – A post and chain need repairing – move task to be on the Maintenance Committee Agenda.

b) Duke of Edinburgh Rose – A suggestion by Councillor Porter to plant a memorial Rose near to the Flagpole was discussed. Lots of ideas were debated about a seat, a wall, cobbles, a rose, a talking bench, a row of orchard trees. Move ideas to the New Projects Committee Agenda.

c) The Queens Platinum Jubilee – The Clerk presented the proposed celebrations to take place around the Queens Jubilee on 2nd June 2022. A Beacon event to be arranged on Marshes Hill was discussed. Clerk to contact Cllr. Lea to find out if there is a beacon in the Parish. Move item to the New Projects Committee Agenda.

12. Planning Applications and Related Issues:

SMD/2021/0180 – Clewlow Bank House, Hill Top, Brown Edge – Lawful Development Certificate application for 2-storey rear extension – Decision: **No objection**

Proposed Cllr. Sherratt - Seconded Cllr. Owen – All in favour

SMD/2021/0307 – Knypersley Mill Farm, Judgefields Lane, Brown Edge – Retrospective Planning Permission for the change of use of an Agricultural Barn building to indoor storage (B8) building for modern and historic caravans and the change of use of an existing menage which was created in 2015 to become open air storage (B8) for privately owned caravans by members of the public who use the campsite facilities – Decision: **No objection**

Proposed Cllr. Sherratt - Seconded Cllr. Turner – All in favour

SMD/2021/0307 – Knypersley Mill Farm, Judgefields Lane, Brown Edge – Certificate of Lawfulness of existing use of Agricultural Barn converted in 2015 to become a dwelling on the first floor with a sauna area on the ground floor. This has been let out as a holiday let since 2016 – Decision: **No objection**


Proposed Cllr. Turner - Seconded Cllr. Owen – All in favour

13. Finance & Governance:

a) Authorisation of Payments - It was moved to pay the following items:

Mrs D Wheat Clerk Salary & Expenses (June) (phone, zoom, mileage)	Chq. No. 001022	£552.49
Mr J Bourne Cem. recorder Salary & Expenses (Apr-Jun)(tel, post, mileage)	Chq No. 001023	£553.40
HMRC PAYE (£10.20 to be deducted from overpayment)		£0.00
N&J Tree Services Maintenance Visit 3 (June)	Chq No. 001024	£800.72
DIRECT DEBITS Water Plus (May)		£28.73
British Gas – Electricity to Playing Field (May)		£14.11
British Gas – Electricity to Cemetery (May)		£10.71
British Gas – Electricity to Playing Field (June)		£14.32
British Gas – Electricity to Cemetery (June)		£13.55

Proposed – Cllr. Sherratt – Seconded – Cllr. Turner-Holdcroft – Motion Carrie



b) Finance Received - Clerk

NatWest Business Reserve Account - Interest received £0.10

c) Cemetery Recorder – Mr Bourne.

NatWest Current Account - Cemetery receipts £815.00

The Clerk asked for permission to update the NatWest Mandate.

Brown Edge Parish Council resolved that the Chairman Peter Turner and Cllr. Karen Wright are to be added as Authorised Signatories to both accounts in accordance with the Signing Rules already in place in the Banking Mandate.

Proposed – Cllr Sherratt – Seconded Cllr. Turner Holdcroft- All in favour

14. Correspondence:

a) Resident complaint –Hill Top. More images of blocked lanes, damage to the road surface and use of resident's property as an escape. Item to be added to the Highways working group. Clerk to remind the County Council Cabinet Member for Highways about the letter which was sent previously to the head of Staffordshire County Council to which we have not received a response. Clerk to find out when the weight restrictions were lifted off Hough Hill.

b) Meadow Road – Resident complaint regarding blocked access to pedestrians by parked cars on the pavement. The Clerk was asked to report this to the Police to enforce.

c) Carlton Close – Resident complaint about footway deterioration - the pavement surface crumbling. Clerk to report to SCC.

d) Japanese Knot Weed – a report from resident about the weed on the Holly Bush Car Park close to the Playing Field. Clerk to send an email to the Solicitor to inform the landowner of his responsibility to remove this before it spreads. A decision was made to purchase some fencing to make sure that public using the park cannot get across onto the pub car park. Cllr. Owen will get some fencing.

Proposed Cllr. Turner – Seconded – Cllr Sherratt – All in favour

e) Breach Road Speed Indicator Device – The Clerk has been asked to attend a demonstration to fit a battery into the SID on Breach Road with Endon Clerk and a representative from Morelock.

f) Memorial Bench – A resident has requested a memorial bench in the cemetery. A discussion was had about individual benches. Cllr Turner asked to move that the Council will purchase a bench if the resident would like to purchase a plaque. It must be made clear that it is the Council's bench and if the Council wish to move the bench for any reason or add additional plaques, they have the right to do so in line with the Council's bench policy.

g) High Lane – Large Weeds growing. A discussion was had about the jobs that the County Council are supposed to do and what is the land/building owners' responsibility. Problems must be reported to the SCC app.

h) Entrance to Brown Edge – Further discussion about the above. It was discussed to use the Lengthsman's Grant of £400.00 from SMDC towards this kind of work.

i) Leek Town Community Sports – Street Soccer. The club have written to the Clerk and will resume on the Recreation Ground 4-5pm from 26th July.

j) Tragedy on Endon Road – The Council acknowledged their deepest sympathy to the family of Sharlotte a pupil at St Annes School.

A letter has been received asking for action on traffic calming. A general discussion took place about ongoing road safety issues on the village especially around Hill Top, the entrance into and out of the village. Visibility with parked cars on pavements especially at the junction of High Lane and Willfield Lane. The Clerk is liaising with the Melanie Langdown from the Staffordshire Safer Roads Partnership to come to do a presentation along with

Michelle Shaker from Community Speedwatch to regenerate a new Community Speedwatch group. Ahead of the meeting with the road safety specialists it was agreed to undertake an audit of "risk areas" possibly with photographs and/or video. It was suggested that members of the community would be interested in contributing and joining a working group possibly linked to the one suggested by County Councillor Flunder. The Council felt that because of community feelings an open meeting would not be helpful. Chairman to progress.

k) Notice of Road Closure - The Council were informed of **Severn Trent work on Moss Hill – 6th September 2021 to 8th September 2021**

l) Notice of Road Closure – The Council were informed of **Amey Highways work in-between Gorsey Bank and Woodhouse Lane from 28th September to 1st October 2021.**

15. Items on Notice:

a) Tree Planting in various locations – As Cllr. Hargreaves could not be present; the item will be moved to the next Agenda.

b) Overgrown Footpath Clearance - Cllr. Woodward could not present so item to be moved to Maintenance committee. Clerk to write to the house on Thelma Avenue for the owners to attend to the overgrown vegetation onto the Playing Field which is preventing people from also accessing the footpath. A decision was made for the Maintenance contractor to do this job, but the Clerk to also write to the property.

Proposed - Cllr. Turner – Seconded – Cllr. Turner-Holdcroft – Motion Carried

16. Items for the attention of other local authorities:

a) Matters for the District Council:


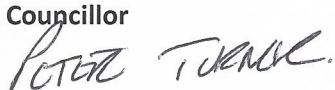
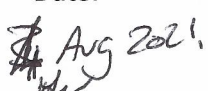
b) Matters for the County Council:

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

18. Meeting was closed by the Chairman

Meeting Ended 20.30

Next meeting of Brown Edge Parish Council – Wednesday 4th August 2021 at Brown Edge Village Hall – 7.00pm

I hereby state this is a correct account of the monthly meeting held by Brown Edge Parish Council.		
Signed: (Chair) 	Councillor 	Date:  4 th Aug 2021