



BROWN EDGE PARISH COUNCIL

Ordinary Meeting Minutes Monday 2nd February 2026 19:30pm at Brown Edge Village Hall

Present

Cllr. Anthony Bedson Vice-Chair	Clerk. H Harrison	RFO. D Wheat	
Cllr. Maralyn Marathe	Cllr. Phil Berrisford	Cllr. Margaret Hunt	Cllr. Dave Gerrard
Cllr. Jane Shufflebotham	Cllr. Phil Woodward	Cllr. Joe Porter (District & Parish)	
Cllr. Bob Egginton (County & Parish)		Cllr. Keith Flunder (District)	Members of public: 3

1) **Vice Chairmans Welcome:** Cllr. Bedson welcomed everyone to the meeting.

2) **Apologies for Absence:** Cllr. Felton, Cllr. Oberholster and Cllr Jebb (District)

3) Parishioners Concerns:

- a) A parishioner raised a concern regarding the December minutes not been available to see at the meeting.

Cllr Bedson stated that the minutes are available at every meeting and are not agreed until the meeting by all Councillors. The parishioner was given a copy of the January and February meeting minutes and was happy. The Clerk will also email a copy of the minutes.

- b) A member of the Allotment committee raised concerns over the water issues they are facing at the allotment site. There are also two plots that are in an unacceptable state.

It was agreed that Cllr Berrisford would visit the site and report back at the next meeting.

4) **PCSO Report:** None present

5) County Councillor Report: Cllr Eggington

- Gullies/grids have been reported on Sandy Lane and Hough Hill
- Survey completed on a utilities grid on Breach Road
- Highways works will be ongoing though out March
- Grit bin on Hough Hil will be replaced for a new one
- Dog bins for the playground, map of the current route is needed to establish if more bins are required
- Pump track presentation will be organised for the next meeting
- Lottery grants available but possible additional funding is needed
- Major road works are needed on Bemersley Rd and Tongue Lane, to which both effect Brown Edge

6) District Councillors Reports:

Cllr Keith Flunder – Written report as circulated prior to the meeting;

- LGR Update and summary: Myself, and the other Champions and SMDC officers are looking at organising locality group meetings, from the end of February/early March. These meetings will include an agreed up-dated presentation to go through. As well as summarising the LGR process for the coming years, there will also be a plan to produce locality plans, Town and Parish plans will also be outlined and spread sheets to help Parish and Town councils to log their assets, will also be provided. These will include public areas and street furniture etc. It is hoped that this process will help them look at their own assets and support their own local strategic plans. Future meetings and possible visits to parishes are also available. Although it might be best to get a report on the agenda from the planned locality meetings. At recent meeting with the LGR locality champions and SMDC officers. The way forward and rough timetable in providing support to Parish and Town councils, were discussed. Along with support in writing strategic plans by 2027, for the following 5 years, with a capital asset list and street furniture list. This will also include any agreed plans for each locality area.
- d)The community transfer policy for SMDC is being passed tomorrow at the cabinet meeting. I did manage to get some questions and observations to be discussed at last week's Resources scrutiny meeting in Leek.
- The Parish Assembly and the SPCA will support Parish and Town councils over the coming years to produce their own plans. This was agreed at last weeks SPCA executive meeting in Stafford.
- Brown Bin charges will start from April 1st, 2026, along with a new food pick up services for the remaining 2 years while SMDC is planned to continue. I will work with the other district councillors to provide more details over the coming months. NO extra info at the moment.
- I have asked and will report back on the progress for some of the many training courses being delivered by the SPCA and SMDC. For example it was great last week to see some parish councillors at the on-line Observatory well-being statistics training, which will be very helpful to support the parishes strategic plans, moving forward.
- Planning committee meeting was held on January 22nd and the next planning meeting will be on Feb. 26th. There was another training session just for committee members (a recording was taken) regarding appeals training, mostly for larger projects. A difficult subject, due to geography of the district and the relatively small number of larger applications for houses coming through.
- At Service Delivery scrutiny committee there were discussions on the Renters Rights Act and the Green Spaces Strategy. The last of these will be useful for future Strategy plans and there was some funding options announced.
- I have received and will follow up on issues around grit bins and grit piles (this is a county responsibility) and access issues to a local farm. A new grit bin was positioned on Church Lane by the junction with Lingfield Ave. and was filled.
- I have supported a request from the local Girl Guides for some funding from my CCIF fund and there is still a small amount (£100?) left if any other organisations are interested. All applications have to be completed by Feb. 20th.
- There is a session regarding the safety of councillors and if I attend, I'll see if its appropriate for other councillors. This is still on-going.
- There is a footpath plan being looked at by the Counties footpath team and committee. I will see if this affects Endon (and Brown Edge) and get back to the clerks. This is on-going.

- Some progress has been made on the speed repeater/camera signs (30), these should start to be installed over the coming weeks.
- There is a Full Council meeting on Feb. 25th this meeting will set the precept and budget for the coming year. In addition there is a members delivery working group, a Partnership Board meeting, a joint climate change and nature steering group meeting, Audit and accounts meeting and a street furniture working group meeting.
- There are a couple of surgeries planned in February and March, dates to be promoted. The first is on Feb. 9th at the Methodist Church from 11 to 12.30. I attended the Burns Night event in Biddulph and Holocaust remembrance event in Leek. I will be attending quite a few events and gatherings over the coming weeks. This includes litter picks., speed watch and other local events. There are a few case work issues that are still being looked onto.

7) Declaration of interests on the forthcoming agenda:

- The Bush – Cllr Berrisford, Cllr Shufflebotham, Cllr Hunt
- Carnival – Cllr Hunt, Cllr Porter
- Luncheon club – Cllr Hunt
- NHS/Police – Cllr Porter

8) To the meeting minutes of 5th January 2026 – Not approved.

Item 10, amendment needed. To be brought to the meeting on 2nd March 2026 for approval.

9) Matters arising from previous meetings:

- a) Cllr Flunder to provide maps of open green spaces in the local area. These will be brought to the next meeting.
- b) Cllr Eggington to organise a meeting to discuss the playing field and pump track idea's – to be discussed at the next meeting.
- c) Bus shelter update – in progress, no delivery yet.

19:41pm Cllr Porter arrived at the meeting.

10) Correspondence:

- a) Request to support planning to put a tarmacked parking area on School Playing Field to relieve school parking issues at St Annes Primary:
Vice Chair, Cllr Bedson read out an email received from St Annes Primary School regarding additional parking on the sports field. It was discussed with the School Representative that more information is needed to enable BEPC to look into this request.
- b) **Pest Control:**
A rat problem is occurring adjacent to St Annes Primary School entrance. It was agreed that the school can continue with treating the infestation. All in favour.
- c) **Removal of Wreaths from Lawn Cemetery:** The Grounds Maintenance team have enquired about public notices to inform about wreath removal from the cemetery.
RFO to publicise on social media for removal by mid-February.

District Councillor Report:

Cllr Porter arrived late, the Chair gave permission to receive his District Report:

- Grit bin installed on Lingfield Avenue
- Dog watch/ fouling action in place. Hot spots are being monitored.
- Community Speed Watch have been holding assemblies on road safety at local schools
- Holocaust Memorial service attended in Leek
- Road safety measures along Clay Lake and High Lane will be installed
- Severn Trent Water are donating £5k for projects Cllr Porter has applied for. This will be distributed to BEPC, St Annes Primary school and Endon Church.
- The Bush Car park was used for a political party activity, pre by-election, permission from BEPC should have been requested.

11) Items on Notice:

- a) **The Bush Car Park** – RFO confirmed the solicitors are progressing to create a lease agreement.
- b) **Assets of Community Value** – Clerk to circulate application forms for Councillors to consider and gather information required.
- c) **Land Registry at Bank End:** – RFO in progress. Clerk to send previous documents to RFO.
- d) **Play equipment** –
 - New equipment will be fitted shortly.
 - ROSPA report from inspection, to be discussed at the next meeting.
 - RFO reported that BEPC have applied for a £500 grant from Staffs County Council and have also received a donation of £500 from Cllr Egginton.

It was agreed to purchase two new bins for the Playing Field area. RFO to order these.
All in favour.
- e) **Nursery Close grass verges** – Cllr Berrisford visited the site, along with Cllr Porter and Cllr Flunder. The exposing drains are getting worse. The resident has been spoken to about the issues. The Land is owned by Your Housing not BEPC.
- f) **Gullies/Potholes** – Discussed earlier in the meeting.
- g) **Wall by the flag pole** – Cllr Woodward to source some sort of sketch and specification to enable us to obtain a quotation and ultimately submit a bid for a grant.
- h) **Parking issues** – Clerk to write to Morrisons Daily to politely ask that the delivery trucks use the car park and not the main road. Cllr Egginton to also discuss with Morrisons daily. All in favour.
- i) **Green Spaces development fund** – Cllr Bedson asked the Cllrs to think if a working party is required to help with grant applications. All Cllrs to walk around the village and make a list of jobs that need doing, bring back to the next meeting and the Cllrs will decide on a working party and create a priority list of the jobs.
- j) **Marshes Hill** – Cllr Porter reported conservation work will be carried out on 12th/19th February 2026. A report will be presented to BEPC.
21:03pm Cllr Flunder left the meeting.
- k) **LGR** – Cllr Deaville has written to the Prime Minister opposing LGR. This has been signed by over 30 Parish Councils in Staffordshire. There was a vote to support Cllr Deaville's letter, All in favour.
- l) **Grant Applications** – Discussed earlier.
- m) **War Moors** – Cllr Berrisford investigated the recent works on the site. Small building company carrying out surveys.

12) Finance and Governance:

a) **Tenders to be opened for the Grounds Maintenance Contract;**

The Clerk opened two tenders, prices were discussed. A decision will be made at the next meeting on Monday 2nd March 2026.

b) **Authorisation of funds transfer**

£30,000 to be transferred from reserve account to the current account for play equipment and bus shelter. All in favour - Vice Chair signed the authorisation letter

c) **Payments were authorised for January: All in favour**

b.

1. <u>Mrs H Harrison</u> Clerk Salary	Gross	Tax	Net	Chq.
Month 10 (Jan)	£644.68	£128.80	£515.88	1451
			<u>£515.88</u>	
2. <u>Mrs D Wheat</u> RFO Salary	Gross	Tax	Net	
Month 10 (Jan)	£412.97	£82.60	£330.37	1452
			<u>£330.37</u>	
3. HMRC PAYE (all Staff see above)			<u>£211.40</u>	1453
	£211.40			
4. <u>Mrs D Wheat</u> RFO Expenses				
Travel Allowance (Jan)			£27.00	1454
Ryman - ream of paper			£5.30	
			<u>£32.30</u>	
5. <u>N&J Tree Services Ltd.</u>	Net	VAT	Gross	1455
Maintenance Visit 10	£848.92	£169.78	<u>£1018.70</u>	
6. <u>Sutcliffe Play Ltd</u>	Net	VAT	Gross	1456
	£11,763.00	£2,352.62	<u>£14,115.72</u>	
7. <u>Forvis Mazars Audit</u>	Net	VAT	Gross	1457
	£355.00	£71.00	<u>£426.00</u>	
		TOTAL	<u>£16,650.37</u>	

21:42pm Cllr Berrisford left the meeting.

d) Cemetery Recorders report for January – Approved.

e) Staff appraisals – Cllr Bedon and Cllr Shufflebotham to organise before 31st March 2026.

13) Reports and Actions:

d) Neighbourhood Plan – No update

e) Grounds Maintenance Contract – Discussed earlier in tender

f) Breach Road – Cllr Porter reported a case review has taken place regarding the breeding of dogs and planning issues. Enforcement action will follow. Still in progress.

14) Planning: None

15) Items for the attention of other local authorities:

d) Matters for the District Council – Dog fouling enforcement, Parking issues on Bank End

e) Matters for the County Council – None.

16) Matters pertaining to issues in the Parish for the next agenda:

Meeting finished 21:51pm.

Parish Clerk:	Mrs Hayley Harrison	07519 240598 clerk@browndedge-pc.gov.uk
Responsible Financial Officer:	Mrs Denise Wheat	07812 056085: financial.officer@browndedge-pc.gov.uk
Cemetery Recorder	Mr John Bourne	01782 502940 cemrec@browndedge-pc.gov.uk
Brown Edge Parish Council: Postal address: c/o D Wheat, 3 The Island, Tean, Stoke-on-Trent, ST10 4JE		