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BROWN EDGE PARISH COUNCIL MEETING

Monday 1st June 2026

Brown Edge Village Hall at 7:00PM

MINUTES

1. Welcome:

Chairman Cllr. Anthony Bedson	Vice Chair Cllr. Phil Woodward	Cllr. Marylin Marathe
Cllr. Phil Berrisford	Cllr. Dave Gerrard	Cllr. Kate Oberholster
Cllr. Bob Egginton (Parish & County)	Cllr. Jane Shufflebotham	Cllr. Margaret Hunt
Cllr Joe Porter (Parish & District)	Cllr Keith Flunder (District)	
12 members of the public	Parish Clerk Denise Wheat	

2. Apologies: Dispensation granted to Cllr. Felton and Cllr. Jebb (District)

3. Declaration of Interests:

Cllr. Shufflebotham-The Bush

Cllr. Berrisford-The Bush and Lawn Cemetery item10a.

Cllr. Hunt-Carnival and Lunch Club

Cllr. Flunder-Planning Committee

Cllr. Bedson: Neighbour - Planning item SMD/2026/0116

4. Public Participation:

a. Power Supply to School playing field:

St Anne's Primary Office Manager, Mrs Roson's letter was read out asking for help connecting to a power supply for school events on the School Playing field.

Councillors offered help to source a generator for the event if a power supply cannot be connected.

b. Planning Development – Land off Breach Road SMD/2026/0201:

- A resident asked about the proposed planning application for land behind Spring Crescent. It was confirmed that the land is within Brown Edge Parish boundaries.
- A resident explained about the spring in the field which feeds into a large culvert which goes under properties in Spring View and Spring Crescent. In 2025 the Environment Agency conducted a survey on the water course routes. The culvert can rise by approx 5 feet/1.5meters during heavy rainfall. There is always water running across the pavement. The resident clears out the culvert regularly. The land is a bog which is full of reeds. There are better places to build.
- A resident stated that a free running water way, sourced on Lask Edge flows into storm drainage at Brown Edge.

- A discussion was had about the land classification being changed from Green Belt to Grey Belt. A new land classification brought in by the Labour Government to help new development progress.
- Other residents complained that no consultation correspondence has been received from the Planning department even though their addresses are listed on the portal. The public consultation is set to end mid-June.

Cllr Flunder (District Planning Committee member) stated some points for clarification:

- *an extension can be requested to the public consultation.*
- *Late representations reports can be received up until the District Planning Committee date.*
- *Residents can register to speak at a District Planning meeting: There can be three speakers, one can be a Parish Councillor, one can be a District Councillor. The three speakers should have three separate speeches covering different topics and can speak for three minutes.*
- *Statutory consultees (for example Staffordshire Wildlife Trust and many other organisations) will also be asked for responses.*
- *If an application is rejected by SMDC the developers can go through an appeals process which is then assessed and decided by the Planning Inspectorate from Bristol.*

19.17: Cllr. Porter arrived

- The discussion continued that only genuine planning objections would be considered.

Cllr. Porter suggested that said he could help residents a draft letter to put in a valid response.

- The acronym NIMBY (not in my back yard) was discussed. There is a large percentage of ageing population on the village. New development helps village amenities flourish for example schools and shops and provides accommodation for new families.
- Lack of parking on Spring Crescent and Spring View was considered. Exiting out onto Breach Road can be difficult. Highways may need to insist on a roundabout to act as traffic calming to aid access and egress onto Breach Road.
- Waste and utility supplies were discussed. The Brown Edge reservoir is out of service. Would this be reopened?

The Council resolved to request an extension to the consultation deadline to give more time for residents and the Parish Council to submit their response.

b. Youth Activities:

A resident told the Council of a problem young people are facing in the village. If they meet up with friends residents are putting accusing posts on social media about anti-social behaviour which is a problem to local parents whose children need to socialise and play outdoors. The resident asked what the Council is doing for teenage well being in the village?

Cllr Egginton responded that the Council is pursuing ideas for a pump track.

Cllr. Porter mentioned Guiding and Scouting groups in both Brown Edge and Endon. Engagement with school children at St Annes and Endon High has produced some good ideas from a youth perspective.

The Council decided to include Youth groups and activity provision on the July agenda.

5. PCSO Report: None present. ***Clerk to request a visit from PCSO to the July meeting.***

6. County Council Report: Cllr. Bob Egginton:

- Patch on the road has been fixed at bottom of Hough Hill. The potholes and gullies are being cleaned. The County Council are focusing on quality.
- High Lane and Selworthy Road. Road surfaces are to be repaired, patched and resurfaced.
- A new road repair program with new techniques is being developed. A laboratory is looking at new tarmac products.
- Grit Bins: identification of all the grit bins including some which are not owned by the County Council is underway. Some grit bins are private or put in by housing associations and Parish Councils. County Councillors can spend their County fund for grit bins for example Hough Hill if the parish want to apply for this.
- County Councillors can now access ordnance survey and land registry free of charge. Clerk and Council to ask if information is needed.
- Pre-application planning advice can be sought from the District Council for applicants to be advised on documents they need to provide to put in an application.
- Cllr. Eggington has written to the leader of SMDC regarding information about the 3.6 million UKSPF project across Staffordshire Moorlands.

Cllr. Flunder will report back on this project at the July meeting.

- Pump Track project needs a community group to apply for funding. Brown Edge Action Group has applied in the past. Former councillor Linda Lea led this in the past. Clerk to check Community Group status and to consult with Support Staffordshire.

7. District Councillors Report:

a. Cllr. Joe Porter

- Volunteer Litter Picking groups are covering regular areas of Marshes Hill and the lanes.
- Kings Coronation Field: The new contractor has flail mown the path.
- Spring nature surveys have been completed for Nature in Your Neighbourhood.
- Community Speedwatch: Regular volunteer sessions are taking place. A new location on High Lane has been approved by the Speedwatch coordinators.
- Marshes Hill: A campaign has been launched by the District Council to advise of the dangers and damage to wildlife habitats by wildfires caused by BBQ's:.
- Local Policing: District Community Panel have taken action on improper use of trail bikes and e scooters riding antisocially or on public rights of way and bridlepaths not designated for off road vehicles. Operation reclaim has the power to seize machines if caught.
- PCSO's have had their hours reduced and so police presence in villages has been reduced.
- By the end of June new food waste bins and caddies will being introduced to all residents and information about how to use these
- 80th anniversary of St Anne's Church Carnival Well Dressing. An event has been organised on Saturday 4th July at The Bush for people to come to join in with creating the well dressing. The Brown Edge Carnival will be held on 11th July.

b. Cllr. Keith Flunder

Please see Appendix 1 attached

8. Minutes were approved as a correct record for the following:

- a. minutes of the Brown Edge Annual Parish Meeting (Assembly) 12th May 2025
- b. minutes of the BEPC meeting 13th April 2026
- c. minutes of the Brown Edge Annual Parish Meeting (Assembly) 18th May 2026
- d. minutes of the Annual Meeting of Brown Edge Parish Council 18th May 2026
- e. minutes of the BEPC meeting 18th May 2026

Proposed: Cllr. Shufflebotham– Seconded Cllr. Berrisford - All in favour

9. Response to correspondence received:

- a) Arboricultural Report by N&J Tree Services on the burnt tree on the Playing Field was reviewed.
Quote to be requested to submit to the Councils insurance company.
- b) Request from a resident for an explanation of the increase to the Parish Precept.
The Clerk to send a response that the main reason was the estimated By-Election charge of £8,000.
- c) Notice of discontinuation of resident grass cutting on Broad Lane. Clerk to write to thank the resident for cutting the grass in the past and to report that we have passed the correspondence to the County Councillor to take up with Highways. It was mentioned that Woodhouse Lane should be done by the landowner. ***Cllr. Egginton to arrange a site visit with Cllrs. Bedson and Berrisford to map out a plan of the village verges and green spaces that the County Highways are responsible for.***
- d) A Request for Planning enforcement to visit a property on Hill Top has been received from an anonymous correspondent.
The Council resolved to forward this correspondence to the District Planning department with Cllrs. Porter, Flunder and Jebb copied in.
- e) Mark Preece of Staffordshire Wildlife Trust can attend the July meeting to give a presentation on the Marshes Hill Management Plan. The Parish Council voted to start the meeting at 6.45pm. Clerk to circulate the document. All in favour.
- f) County Council cabinet member for Highways is preparing a policy for the future of Grit bin management. Final document is yet to be released.
- g) The Council approved to join Support Staffordshire for advice services (Membership fee of £25 p/a). Ceila Muir is the Staffs Moorlands locality officer.
Proposed Cllr. Woodward – Seconded Cllr. Marathe - All in favour.
- h) Wildfire Public Space Protection Order signage for display. Clerk to email to School Office Manager.
- i) Pride in the Moorlands – Brown Edge Lunch Club are holding an event to mark Pride week with a themed afternoon tea.

The Luncheon Club's marks its 15th anniversary on Wednesday 2nd September 2026. Item for the July agenda

10. Items on Notice:

- a) **Lawn Cemetery repair:** Cllr Woodward moved to have a defective concrete slab in the Lawn Cemetery repaired before a headstone can be fitted following a complaint from a family. A quotation was received from G Berresford and Son to complete the work required.
Proposed Cllr. Woodward – Seconded Cllr. Oberholster - All in favour.
- b) **Restoration of Community Phone Box opposite the Village Hall:**
Cllr Woodward moved to accept a quotation. A counter proposal was received to apply to the Moorlands Partnership Board for 75% funding. The Brown Edge phone box has rotten panels and faulty door and window panels. The phone box is currently used for swapping books and jigsaws but the stock is getting damaged. A letter was read out from community library volunteer Doreen, Ken, Jackie and Julie asking for help with restoration. It was decided to apply for the Moorlands Partnership Board for funding to help with 75% of the cost.
Clerk to liaise with Cllr. Porter and Mrs Barns to progress the application.
- c) **Playground Maintenance:** A quotation was circulated for consideration from Alliance Environmental Services for a monthly service and repair agreement for the Playing Field play equipment.

Cllrs Berrisford and Woodward temporarily left the meeting at 20.38

It was discussed that new contractor Dean Simcock needs to be asked to complete the weekly checklist on the play equipment. Repairs can be paid for when required. Groundwork contract to be checked for content. It was noted that the park path is so much better now that the light has been repaired.

Cllrs Berrisford and Woodward returned to the meeting at 20.41

11. Financial Reports:

- a. Budget Details for Financial Year 2026/2027 to be noted: defer to next meeting which will be the end of the first quarter.
- b. Bank Reconciliation 31st May 2026 –Clerk apologised that with preparing for the End of Year audit the Bank Reconciliation for May is not yet completed. Defer item to the July meeting.
- c. Payments were Authorised for May
It was discussed that the 1st flail cut of each year at Kings Coronation Field would be an extra charge by the Grounds maintenance contractor but after that cut, the maintenance of the path would be included in the Grounds Maintenance contract. Staffs Wildlife have recommended a second cut in August.
A request for funding support on behalf of the Brown Edge Festival Committee was received and the grant approved for £750.00

Brown Edge Parish Council - Payments to be Authorised on 1st June 2026 (bold items)

1. <u>Mrs D Wheat</u> RFO/Clerk Salary	Net	Tax	Gross	Cheque No
Month 2 (May)	<u>£568.45</u>	£142.00	£710.45	
			<u>£568.45</u>	<u>1488</u>
2. <u>HMRC PAYE (all Staff see above)</u>				
DW £142.00			<u>£142.00</u>	<u>1489</u>
3. <u>Mrs D Wheat</u> RFO Expenses				
Travel Allowance (May)			£13.50	
Morrisons refreshments for Parish Assembly			£58.85	
			<u>£72.35</u>	<u>1490</u>
4. <u>Starboard Systems</u>	Net	VAT	Gross	
Scribe Cemetery monthly	£20.00	£4.00	<u>£24.00</u>	<u>1491</u>
5. <u>B & W Simcock & Son</u>	Net	VAT	Gross	
Maintenance Month 2	£967.50	£193.50	<u>£1,161.00</u>	<u>1492</u>
<i>Re-issue cheque with correct name</i>				
Flailing Filed and cutting back hedge	£240.00	£48.00	<u>£288.00</u>	<u>(as above 1492)</u>
6. <u>Brown Edge Festival</u>			<u>£750.00</u>	<u>1493</u>
7. <u>British Gas – Playing Field electricity</u>	(direct debit)		<u>£13.73</u>	
8. <u>British Gas - Lawn Cemetery electricity</u>	(direct debit)		<u>£13.67</u>	
9. <u>Public Works Loan</u>	(direct debit)		<u>£4,989.00</u>	
<u>TOTAL</u>			<u>£8,022.20</u>	

d. Cemetery Recorder's Report for May 2026. Income received

11 th . May 2026.	Purchase of Cremated Remains Grave & Interment.	305 - 00.
15 th . May 2026.	Scattering of Ashes in Garden of Remembrance (x 2).	60 – 00.

TOTAL £ 365 - 00.

12. Planning Applications:

SMD/2026/0116	The Cottage Hill Top Brown Edge	Erection of replacement outbuilding to form residential annex	no objection
SMD/2026/0185	1 Bluestone Cottage Hough Hill Brown Edge	Proposed part demolition, extension and alterations to construct replacement two storey kitchen/bedroom and detached garage	no objection
SMD/2026/0201	Land off Breach Road, Brown Edge	Outline planning application, with all matters reserved except for access, for the erection of up to 55 dwellings	An extension to be requested for Public Consultation period. Clerk to organise an Extra ordinary meeting for a question and answer session with the developers for the public to attend. Cllr. Porter to check Brown Edge housing allocation number in the Local Plan Cllr. Bedson to prepare speak at Committee for the Parish representative and Cllr. Porter as District representative

Exclusion of the Public:

The Chairman moved: “That in accordance with section 19 (2) of the Public Bodies (Admission to Meetings) Act 1960 by reason of the confidential nature of the business next to be transacted, the public and press be excluded from the Meeting”

Members of the public left the meeting.

13. CONFIDENTIAL ITEMS

- a) The Clerk had sent an email with a new offer of a lease to Brown Edge Community Inn CIC regarding the Car park but had not received a response to date. A deadline had not been set. Clerk to resend with a deadline for a decision to be made before the 6th July meeting. Communication to be checked by the Chairman.
- b) Interview for the job role of Parish Clerk
Cllrs Marathe and Oberholster had conducted an interview and the notes were circulated to the Council. The Council agreed to offer the role to the candidate at the advertised hourly rate. Council to review the contract before it is agreed.

Next Meetings:

Monday 29th June 2026 – Brown Edge Village Hall - Drop in planning question and answer session led by the proposed Developers, Heaton of Derby from 5pm – 6.30pm for application SMD/2026/0201 Land off Breach Road, Brown Edge followed by:
Extraordinary Meeting to approve the Brown Edge Parish Council Annual Governance and Accountability Review (AGAR) at 6.30pm

Ordinary Meeting - Monday 6th July 2026 at 7pm at Brown Edge Village Hall.

14. To note any actions or items for the next Agenda:

Subject	Action	Person Responsible
UKSPF	Report on SMDC project	Cllr Flunder
St Annes School Fair	Connection for electricity	Councillors
Planning consultation extension	Arrange public meeting	Clerk
Draft planning letter	Circulate to help public	Cllr. Porter
Burnt tree Playing Field	Request quotation	Clerk/ Insurance
Youth provision	Next Agenda	Clerk/ Councillors
Map County verges responsibility	Site visit	Cllr. Egginton
Correspondence	Respond to residents	Clerk
Support Staffordshire	Join BEPC	Clerk
Brown Edge Action group	Research forming CIO	Clerk/ Cllr Egginton
Sandy Lane Centre	Submit asset of community value application	Clerk
Staffs Wildlife Trust	Marshes Hill management plan	Clerk circulate document and confirm July attendance
Luncheon Club	15 th anniversary	July agenda
Playground Maintenance	Check Contract	Clerk
Lawn Cemetery	Concrete Repair	Cllr. Berrisford
Phone Kiosk	Discuss MPB grant application with volunteers	Clerk/ Cllr. Porter
SMDC Rural Fund grant	Stone feature Bank End or any other ideas	Council
Clerk Contract	Draft	Clerk to circulate
High Lane Car park	Confirm with Bush CIC	Circulate any correspondence
Village planters and signs	Plant and clean signs	Volunteer working party
Village Assets	Make a list of Council and non Council village assets	Cllr. Flunder and Cllr Oberholster
Nature in Your Neighbourhood	Survey and confirm ownership Bank End	Cllrs Porter, Oberholster and Clerk
New Cemetery Field	Report on progress	Next Agenda
Annual Governance return	Complete AGAR and Audit	Clerk/ Internal Auditor
Budget and Finance 2026-27	Bring upto date after year end	Clerk

District Report from Cllr. Keith Flunder June 2026

For the Brown Edge Parish Council meeting June 1st 2026

If there are any concerns or questions that parish councillors wish to ask me then please call phone me.

1. LGR Update and summary: -
 - a) We are all now waiting to hear about which option for the Unitary Authorities will be chosen by the Government. Probably around the end of June / early July. This will be only part of the announcement for the remaining 12-13 County areas. Please note there are some cases when the Government may ask for further consultation on the options. This will only give 10 months to arrange the election of the new authorities roughly based on the old County Council divisions.
 - b) The next stage in the SMDC district, are meetings that will be arranged by and for Mutual Ventures, which are being planned and will quickly happen over the coming weeks and months. The meetings planned for the Northwest group are for local businesses on June 3rd at 4pm and for Parish/Town councils on May 20th at 6pm. I and others attended the teams meeting on May 20th it was well attended and quite positive. There is still quite a lot of work still to do.
 - c) I also attended a champions meeting last week and the community meetings are being organised over the coming 3 weeks. Finally, there will be three separate subject lead meetings to ensure that Health and wellbeing is included for public sector organisations, tourism & culture and infrastructure & transport.
 - d) While Town and Parish plans will also be supported with spread sheets to help Parish and Town councils to log both their physical assets and community groups and activities. 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.
 - e) 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.
 - f) I'm still hopeful that there will be some assistance from SMDC as to the best way to transfer any community assets in the remaining time period.
2. 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 the recent SPCA executive meetings in Stafford.
3. Brown Bin charges will start from June 29th 2026, for residents in the SMDC district. The food bin service / process will also start in June. Information / leaflets have been sent out to all residents.
4. The Green Space maps have been promised by Member services, Hope they should be with the Parish Council by the end of the week?
5. Other local projects I'm currently looking into, include playgrounds / cycle/skate parks and parking areas to support local activities and community projects.
6. Training opportunities are still on-going over the next year, for both district and parish/town councillors. I and others have attended recent and planning training, to keep the district out of additional measures. I will send through other opportunities as and when they are agreed.

7. Planning committee meeting was held on May 21st (I didn't attend due to other commitments) and the next planning meeting will be on June 18th.
8. Other case work includes planning issues and enforcement, access to a farm track, a possible boxing club for young people, the building rubble at Spinney Close. An email from Ben Hayward for Parish Councils, has been promised.
9. The CIF fund, which is now fully spent and closed for 2025/26, will be reopened for 2026/27 shortly.
10. I was hoping that a meeting / chat could be arranged with parish councillors to look at any assets that the Parish Council might want to transfer over to the Parish Council.
11. Other future and recent meetings have included, a street furniture working group meeting, a film about climate emergency at Endon Village Hall .
12. There are a couple of surgeries planned in June and July, dates to be promoted.
13. Questions ? Please call me on 07836 526834 or send me an email at keith.flunder@staffs Moorlands.gov.uk