

**MINUTES OF THE MEETING THURSDAY, 11<sup>TH</sup> DECEMBER, 2014, 7.30 P.M.  
BRANSTON PARISH COUNCIL, PAGET HIGH SCHOOL**

**Public participation: 7.30 – 7.45 pm**

A resident raised a concern regarding the fencing on the boundary. It was requested that the fencing be explored by the playing field and removed.

Traffic lights main street – to explore, cars queuing back onto main street. Council to confirm when the traffic lights will be removed.

Clays Lane overgrowth and hardstanding to be explored.

Bank reconciliation – a resident was concerned over the amount of funds and hoped that the money is going to be used.

**Present: Cllr M Ackroyd, Cllr F Smith, Cllr Mrs P Ackroyd, Cllr M Hussain, Cllr Ms J Pike, Kay Lear**

**In attendance: County Cllr B Fraser**

100/11-12-14 Apologies for absence: Apologies were received for Cllr N Slater, Cllr A Sirrell .  
Cllr Mark Walker has resigned.

101/11-12-14 Declarations of interest – none submitted.

102/11-12-14 Minutes of the last meeting for approval. The minutes of the last meeting were approved as true record. It was resolved that the chairman signs the minutes as true record.

103/11-12-14 Treasurers report

Bank rec current account: November 2014 - £67495.97

Includes NDP reimbursement, grants from Cllr Corbett and Cllr Fraser

The following expenditure was approved by the full council.

<b>Cheque no</b>	<b>Cheque Amount</b>	<b>Payee</b>	<b>Explanation for expenditure</b>	<b>Power to act (as per financial regs)</b>
2035	£310	P Gould	Grass cutting contract	Local government act
2036	£185.51	K Lear	Refreshments/broadband/travelling expenses, Christmas tree for St Saviours	Local government act/chairmans allowance/budget
2037	£186.73	R Ludlow	Salary	Local government act
2038	£922.08	K Lear	Salary	Local government act
2039	£443.01	HMRC	HMRC for employees	Local government act
2040	£60.00	M Tomlinson	Hedge cutting/Postern Road	Local government act/lengthsman agreement fund
2041	£35.00	SPCA	Training – A Sirrell; J Pike	Local government act
2042	£390.00	ESBC	Emptying of bins	Local government act
2043	£310.00	P Gould	Grass cutting	Local government act

104/11-12-14 Chairmans report – update from resident issues , Quality council, litter pick 19<sup>th</sup> January

105/11-12-14 Lead councillors reports:-

Howards transport planning application has come forward. Cllr Smith confirmed that the application has been objected to. Cllr Smith felt that it was important that the parish council made representation to county highways regarding infrastructure.

Cllr Smith informed the council that the woodland will be commenced in January 2015. The parish council have asked St Modwens if a memorial wood could be considered. I have also asked if the parish council could be considered as having the fishing rights to the trent. This could then be provided as a service for local residents.

Cllr J Pike would like to discuss at the January meeting a part light scheme trial. Cllr Mrs Pike discussed the reason for the part light scheme. Clerk to invite Martin Beavers to the meeting in January 2015. 1am – 4am. Lights will only be off for the small hours of the night.

For Sale boards – Speak to Network rail; estate agents with regards to removing the signage.

106/11-12-14 Planning applications/matters – Neighbourhood development plan – End of January 2015 to submit to ESBC, referendum July 2015. Councillors were happy with the proposed changes and additional information.

107/11-12-14 Councillor items discussed

Councillor	Items discussed	Decision
M Ackroyd	Council to consider who will be leading Pavilion project. Update on handover meeting with St Modwens/Pavilion Contractor	Cllr M Ackroyd and Cllr M Smith to take on the role of the pavilion. Contractor is due to be on site on the 12 <sup>th</sup> January 2015.
M Ackroyd	Council to consider desk top report re Railway Bridge	It was resolved that the desk top report be carried out.
J Pike	Council to consider street lighting survey	Defer until meeting.
P Ackroyd	Precept submission	It was proposed that the precept should not be increased this next financial year. Everyone present in favour.

108/11-12-14 Clerks report

**Feedback from SCC regarding drains** - With over 190,000 road gullies across the County we need to ensure that these are cleansed on a programmed basis and that our resources are utilised in a cost effective way. As such we have programmed routes that our fleet of 6 gully emptying machines across the County operate on. These machines are not normally diverted from these routes as it ultimately affects the programme that we operate to.

Ad-hoc demands such as Clays Lane and Postern Road will be addressed as part of our routine cyclical programme, which is currently in the Burton area and as such they will be addressed then. However, one off requests are handled on a risk management basis dealing with the highest priorities first where properties were being flooded. At the time an Inspector assesses the location and deems a priority against other competing demands.

We are currently capturing data on each road gully as they are cleansed, such that our machines can be utilised more effectively in the future ensuring that gullies that require a more frequent cleanse are scheduled accordingly, whereas minor estate roads where

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the need for the gullies to be emptied is lower, these can therefore be left several years between emptying. In this way our resources can be utilised more efficiently and the issues you raise about blocked gullies can be handled more efficiently.

I have passed your request for these gullies to be cleansed to our operations team for an assessment and asked for timescales on when Clays Lane and Postern Road will be done as part of routine gully emptying. If this is not for a while I have asked they be looked at when we are likely to have a jetting machine and gully machine working in the area. Unfortunately at the moment I am unable to give specific dates when a machine will be next in this area of Burton.

**Allotments – Branston** – Positive Allotment committee meeting. The committee wish to remain self managed.

**Neighbourhood submission plan** – ESBC have now forwarded this for an independent health check. Parish council were happy with comments/proposals. Referendum is planned for July/August.

**Litter pick** – 19<sup>th</sup> January – Joint partnership litter pick suggested 11-1pm.

**Trees Clays Lane** – Pruning of trees, entrance of play area, Clays Lane is scheduled for 15<sup>th</sup> December.

**Railway Bridge** – Clerk contacted network rail to establish update on the pruning of the overgrown trees. Network rail are still exploring trees to be cut back.

**Secondary school location** – No update received.

**Improvement of bus stop hard standing/Clays Lane** – SCC do not own the land. Clerk to obtain quotation for pruning of trees. Enquiries still being made with SCC regarding hard standing improvements.

**Bulb planting/Pruning of trees – Clays Lane** – SCC have given the parish council permission to prune back trees. SCC are unable to fund the work due to budget constraints. Clerk currently obtaining quotations for work to be carried out.

**Memorial – Main Street** - Cllr N Slater to complete soil improvement.

**MUGA / Clays Lane** – Clerk obtained support in how to complete planning application. Scaled plan required to submit with application. Clerk to meet with Andy Mason 11<sup>th</sup> December to explore possible funding.

**External Capital funding** – The clerk met with a local funding consultant regarding possible funding support.

**Burton Albion Trust** – Burton Albion will be attending the next Pavilion working group to explore possible support with programmes commencing July 2015.

**Schedule of works** – SCC contacted to obtain the possible schedule of works for the next 5 years to assist the parish council in compiling its own longer term strategies.

**In Bloom Competition** – ESBC will be hosting the in bloom competition next year. Item not discussed.

**Mark Walker** - Mark Walker has resigned

**Pedestrian improvement report** – Report requested by consultant.

**Cardiac Science G3 Automatic Defibrillator** - WASP application approved.

**Branston illuminations – 18<sup>th</sup> December – Judging to take place.** Press release submitted.

**Bench/Postern Road** - Bench currently not in stock.

**Introduction of Bollard/Henhurst Ridge** - Parish council to explore land ownership before the introduction of a removal bollard can be explored.

**Rebranding of Clays Lane playing field.** - The working group felt that Clays Lane should be called Clays Lane Park. New signage will be introduced 2015.

**LSOB** - The new residential development is going to be called Branston Leas.

**Parking Zones enquiry** - . A residents only Parking Zone (RPZ) would require a great deal of work to define specific areas where such a scheme could operate and would prohibit parking other than those with specific permits for the zone within the timed restriction. There would be an initial set up charge for the scheme and then a yearly fee to cover the increased patrols required. However, where RPZ's work well are within areas where you have defined entry or exit points, such as in the area we are looking at near the Hospital. Main Street itself does not really lend itself to an area where an RPZ would work. This is not to say that such a scheme may not work in some of the residential streets off Main Street though.

In terms of fees, I guess you may be looking at a yearly fee of between £50-100 and a setup fee that would be based upon the signing, lining and electrical work require, typically anywhere between £100-£200 per property.

Such a scheme would also require Community Champions who could undertake the initial letter drops and take enquiries about the scheme. I attach a copy of the guidance note approved by the Joint Staffordshire Parking Board for the role of the local champion in the development of Residents Parking Zones. The local champion will have a key role in demonstrating that there is majority support for the zone and acting as a link between the traffic regulation team and residents and businesses. This approach supports localism particularly as the drive for a residents' parking scheme should come from the local community itself. The Local Champion could, for example be a resident, the local County Councillor or a member of the district, parish or town council.

The initial survey of the local community (Step 5) is a key part of the process. In order for a scheme to continue to approval by the Local Parking Committee and then on to the design stage there needs to be a 60% response with 85% support in favour. In this case this would be considered within each of the proposed zones. If there is not sufficient support or the area is unsuitable, the application will not be considered further.

Have a look and see if you feel this is appropriate for the need here. If it is, then an application can be made through the information pack. This is something our Traffic Regulation team would deal with, not through me although I am an instigator in driving such schemes forward.

**Neighbourhood forum event - 25<sup>th</sup> November** - Cllr P Ackroyd, Cllr M Ackroyd and Cllr F Smith attended.

## **Revised Quality Council Scheme to be launched in January 2015 as “Local Council Award Scheme”**

The revised scheme has been developed and will be managed on behalf of local councils by the multi-stakeholder Improvement and Development Board (IDB). The Board includes representatives from DCLG, SLCC, LGA and NALC. The scheme will be piloted during the remaining months of 2014 with feedback informing a formal launch in January next year. Registration fees are yet to be determined and a rebranding exercise will be carried out too. The green “Q” associated with the previous Quality Parish Scheme will not form part of the new branding.

Councils will be able to apply for an award at one of three levels:

- The Foundation Award, demonstrating that a council meets the minimum requirements for operating lawfully and according to standard practice.
- The Quality Award, demonstrating that a council achieves good practice in governance, community engagement and council improvement.
- The Quality Gold Award, demonstrating that a council is at the forefront of best practice and achieves excellence in governance, community leadership and council development.

The scheme sets out criteria to meet at each level covering selected aspects of the council's work. Councils can seek to progress through the tiers over time thereby raising standards. Councils of any size can aspire to an award appropriate for their budget and level of activity. To support transparency, councils achieving an

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award at any level must use an online facility for publishing documents and information. In all instances the council confirms that the required documents, information and conditions are in place (whether published or not) by resolution in public at a full council meeting. For Quality Gold, councils also provide statements for submission to the panel demonstrating excellence in their activities. The panel may ask for additional information to check the accuracy of claims.

It is proposed that existing quality councils will have the option to receive foundation status without going through the accreditation process and at no cost. This status will expire at the end of December 2015. This allows the council to keep continuous accreditation in the scheme, whilst preparing the criteria for the new scheme, if they wish to do so.

More details will be issued in January 2016.

**109/11-12-14 Borough/County councillor reports**

Cllr P Ackroyd – New premises licence - Residents are entitled to submit comments individually. The government grant has not been communicated yet.

- 110/11-12-14 Date/venue of next meeting – Tuesday, 20<sup>th</sup> January, 2015, 7.30 p.m, Paget High School  
- Community litter pick 11-1pm, 19<sup>th</sup> January, 2015 - Clays Lane – Apologies from Mike and Patricia Ackroyd

**CLLR MIKE ACKROYD  
CHAIRMAN – BRANSTON PARISH COUNCIL**