

HAUGHTON PARISH COUNCIL

Clerk: Mrs. Susan Atkins.

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MINUTES

Minutes of the meeting held on Monday, 26th October, 2020 at 7.00 pm via Zoom

Attendees: Cllr. G. Anslow. Cllr. A. Hopper. Cllr. P. Prokopa. Cllr. I Sunley.

Cllr. S. Taylor. Cllr. D. Warbrick.

Clerk. S. Atkins.

County and Borough Councillor M. Winnington.

Public: Two members of the public were present.

Public Open Forum.

A member of the public commented on the recent planning permission for change of use from a butcher's shop to a hot food takeaway at 4 Newport Road, Haughton. It was noted that at the Planning Meeting of the Borough Council that there had been no problems with the proposed flues from other hot food takeaways, but the member of the public stated that fat coming down the flues and congregating at the base of the flue was a common problem. It was also reported that there were considerable problems already with traffic parking over zig-zag lines on the road and blocking the exit to a nearby residence and with expected additional traffic caused by the take-away this could only get worse. It was also noted that a Cabinet member of the Planning Committee had reported that the Parish Council had not responded to this application.

Cllr. M. Winnington replied that in general tenants above take-aways were not disturbed by this application and that there was little or no smell from them. Cllr. M. Winnington also reported that he had improved the detail of this application to state that "flues shall be maintained as per manufacturer's instructions".

Clerk reported that the Parish Council had commented on this planning application on more than one occasion. On the first application that was received the Parish Council asked that certain areas be looked at by various agencies of the Borough Council. Firstly, there was concern about parking, secondly smell and heat which may affect the residents above the take-away, general noise, smell and litter and the effect on nearby businesses which also sell take-aways.

A further application came through regarding flues which would remove heat and smell for the residents above the flat. Clerk reported that she spoke to the Planning Officer about this further application and put these plans out to Parish Councillors. Clerk had been informed by the Planning Officer that these flues would be looked at by Environmental Health and in light of this the Parish Council's view was that experts were looking into this and we would be advised by their opinion. In addition, Clerk also informed the Planning Officer of a potential covenant on the shops which may specify what each of the individual shops were able to sell. Clerk will contact the Planning Department to understand why our views were not reported at the meeting.

Members of the Public left the meeting.

1. To receive apologies and accept and record any reasons for absences.
Apologies were received and accepted from Cllr. M. Allen.
2. To receive any Declarations of interest in the following agenda.
Cllr. G. Anslow declared an interest in item 6.
3. To receive and confirm the minutes of the meetings held on Monday, 27th July, 2020. Resolved that the minutes be held as a true and accurate record after the correction of the date to Monday, 24th August and clarification of item number 10 to read "reported that a tree in the churchyard sheds seed pods on the pavement adjacent to the churchyard which makes the path unsafe".
4. To receive any reports from Borough, County Councillors and PCSO.
To receive an update on proposed drainage work.
Cllr. M. Winnington reported on his recent inspection of Watery Lane, where he was joined by Mrs. A. Hopper, that he was disappointed that although work has been completed, the drainage is still less than perfect. He commented that the road surface remained poor and he sympathised with residents about the drainage and flooding problems which affected the road surface. Neighbours had pointed out that the drains ran under the A518 and into Grassy Lane and there will be a further site meeting and discussion about clearing out this drain to alleviate flooding issues. Cllr. Winnington also reported that there was a more positive view with regard to Broadband provision and that Haughton was on the list for improvements. Cllr. Hopper asked for confirmation that Watery Lane was included in the application put forward by residents in Steps Gardens. Cllr. P. Prokopa confirmed that this application included a "whole village" scenario. These residents were waiting to hear from their proposal, but it would take 4 to 5 weeks before this was processed. Clerk commented that "Smartalert" had reported that there had been farm thefts at farms on the Staffordshire/Shropshire border by Newport and that if anyone saw anything suspicious it should be reported to the Police.

5. To consider planning matters, including planning decisions, notifications of appeals.
Reported that planning permission had been given by Borough Council for change of use to a hot food take-away at 4 Newport Road, Haughton.

6. To consider support for Haughton Village Hall.
Resolved to give financial support of £500 to the Village Hall.
With Covid 19 still causing problems for the Village Hall it was resolved to ask for a potential analysis of any support required for the foreseeable future so that this can be considered for the Parish Council's 2021/2022 budget.

7. To consider matters of finance including

a). Accounts for approval

DESCRIPTION	NET	VAT	GROSS
Salaries and Expenses	680.29	5.87	686.16
JWH – Grass Cutting	954.00		954.00
Village Hall	500.00		500.00

Resolved to approve these payments.

b). To receive financial statements.

Resolved that financial statements for the month be accepted.

8. To receive the Clerk's report.
Nothing to report.

9. To discuss Highways, footpath issues including those requiring reporting.
Highways
Reported that Cllr. R. Sutherland had been contacted with regard to the dead trees in Brazenhill Lane for a response from the Borough Council.
Resolved that as these trees could prove dangerous in inclement weather that the Borough Council should be contacted immediately.
Reported that the Rotary were intending to take Santa's sleigh from Ranton, up Station Road, into Moathouse Drive, Rectory Lane, Prince Avenue and then onto the A518 and back down Station Road. There would be no stopping or collections along this route.

Footpaths.

To discuss the state of stiles on public footpaths

Reported that a number of stiles have become dangerous.

Resolved that the definitive map of public footpaths be sent to Councillors and Cllr. A. Hopper would take a lead role in reporting dangerous stiles.

Cllr. M. Winnington stated that he was the Chair of the Countryside Rights of Way and drew the Parish Council's attention to a MyStaffs App as a way of reporting problems with footpaths and to ensure the enforcement of protocols.

It was confirmed that it is the County Council's responsibility for ensuring that stiles are fit for purpose and that the Parish Council can only add to and enhance a public footpath.

Clerk reported that Footpaths Officer had been contacted regarding the problems with the stile close to Station Road Car Park and that the department were sending someone to investigate this.

Reported that the footpath way markers by The Dale directed walkers through a ditch which was impassable. Clerk with report this directly to the Footpaths Officer.

10. To receive report from Councillors/Clerk on:

a) Park

Reported that the plaque on the adult equipment has gone missing.

Reported that the basketball hoop had been removed and was currently being renovated by Park Warden.

b) To receive quotes on fencing the gaps in the hedge on Grassy Lane/Park.

One quote had been received to fence the gaps in the hedge on Grassy Lane for the sum of £891.60 including VAT. Clerk reported that two other contractors had sized up the fencing requirement and their quotes would be received in due course.

c) Football Pitch.

Nothing to report.

11. To discuss the forthcoming tender for grass cutting for Park and Haughton.

Resolved to send to Councillors the specification for the tender of grass cutting sent out 3 years ago. Clerk would also send out current grass cutting operations carried out by our current contractor to ascertain what should be on the tender for 2021 – 2024.

12. To discuss 2021/2022 Budget and projects/spends required.
Resolved to send out a pro-forma for Councillors to list any projects for the forthcoming financial year 2021/2022 together with anticipated costs and benefits of these projects.
13. To review Standing Orders, Financial Regulations and Risk Assessment.
Resolved to review Standing Orders, Financial Regulations and Risk Assessment.
14. To collate a Parish Council response to the Government White Paper on Planning.
Councillors I. Sunley, A. Hopper and M. Allen were congratulated for their response to this Government White Paper and it was resolved that this should now be forwarded to the relevant department.
15. To consider Staffordshire Superfast Broadband Voucher scheme.
Reported that Parish Council were liaising with residents of Steps Gardens to follow the outcome of their application for the Superfast Broadband Voucher scheme.
16. To receive a report on Prince Avenue.
Reported that one brown bin has now been put outside the resident's door, but the second brown bin cannot be moved until Covid allows 2 men to work together as it is too heavy for one man to move. The derelict vehicle has been SORN and the owner is intending to put this back on the road and drive again in the near future.
The residents have been asked to re-instate the fence and not use the new driveway as they were allowed 6 months to drop the kerb. As this has not been done the authorisation has expired. They have also been asked to tidy up the front garden.

Mr. Winnington left the meeting at 8.45.
17. To seek Council's approval to convene Personnel Committee to review Park Warden and Clerk.
Resolved to approve the convening of the Personnel Committee to review Park Warden and Clerk.
Chairman thanked clerk for her recent efforts on behalf of the Council and the smooth external audit.
18. To confirm the date of the next meeting on Monday, 23rd November, 2020 at 7.00 p.m.
Venue to be decided at a later date.
19. Meeting Close.
Meeting closed at 08.55.