

# **ACTON TRUSSELL, BEDNALL & TEDDESLEY HAY PARISH COUNCIL**

MINUTES OF THE ANNUAL PARISH COUNCIL MEETING HELD ON Wednesday 14<sup>th</sup> January 2015 at 8.00 pm in ACTON TRUSSELL COMMUNITY CENTRE

**Present:** T Williams( Chairman), , B Golder, T Holmes, R Howarth ,A Parrott

District Cllr L Bates, in attendance Clerk D W Wright

There were four members of the public present.

## **Public session.**

*Michelle Reynolds of the Community Council gave a short presentation on the results of the meetings and questionnaire regarding the need for a 'Good Neighbours' Scheme. There had been a very good level of support from the returned questionnaires and during discussions at meetings. There had been a good level of commitment and people willing to volunteer for the scheme, particularly befriending and volunteer drivers. There will be another meeting in February 7<sup>th</sup> to weigh the results and to try to see where we go next. However there is a problem with the capacity of current group leaders to take on more. Only one volunteer to be a coordinator so far and really need more. There had been 38 respondents and the Council thought that it needed to consider many more for it to be a representative sample. Particularly need to contact outlying people who might well feel more isolated. Consider a green paper covering the scheme that could go out with the parish magazine.*

*The Community Centre had been willing to make the hall available for meetings free of charge and the Parish Council could fund refreshments. The Chairman thanked Michelle for her progress report.*

Apologies were received from, Cllr,E Round , M Nicholas, J Woodward, S Calvert ,CCllr D Williams & PCSO A Poxon

15.01 Declarations of Interest: None

15.02 Minutes.

The minutes of 14<sup>th</sup> November been previously circulated. The minutes were then approved and signed by the Chairman.

15.03 Matters arising:

Bednall Church . Cllr Howarth explained that proposals for the use of the Church by the school was still undecided and awaiting decisions by the School Governors.. There is general support for re-ordering of the church but there was concern about traffic at the school and opposition to anything that would increase this traffic. There is a need to work on improving the traffic problem. Such traffic problems are experienced at all successful rural schools..

15.04 District Councillor Report.None but some matters covered in agenda later.

15.05 County Councillors Report.  
None.

15.06 Police Report. Nothing reported .

15.07 Community Action - Community Centre.

The builders are coming to install the new longer windows in the hall next week and then it will necessary to consider redecoration.. The Charity Commission has been contacted about releasing the money held in trust. They have requested that the trustees be refreshed , ie missing trustees replaced. The AGM will be held on 2<sup>nd</sup> February and there is a need for 18 volunteers to become trustees as defined in the trust deed, mainly as representatives of users of the hall. The Tea Room is getting good support but the football field is less used because the league for 10 year-olds takes a 6 week holiday over Christmas. The usage of the field will be more intense when they try to get the remainder of their fixtures in.

A request was made by Cllr Nicholas for £500 towards a sign, 10ft by 2ft-'Community Centre' to place on the building. This was deferred and will be discussed at the next meeting.

Tea Room will be open again on Thursday and another Film night is planned.

Bednall will hold a Best Kept Village meeting on 3<sup>rd</sup> February. A defibrillator is going to be installed in the phone box in Bednall. Training for users starts next month.

15.08 Communication  
The website is now complete. A sum of £60 was agreed to get a domain name registered.

15.09 Environment – Best kept Village.  
It was suggested that there could be a choir singing round a tree for Christmas, possibly in Miss Pickering's Field.

15.10 Play Area.  
Cllr L Bates reported that the Play Area had now been fully completed, the certificate of completion signed. Any minor problems had been corrected and the warranty period for initial defects was complete. The project had been completed within the original budget and grants received have covered all costs. Cllr Bates was grateful for the Parish Council in guaranteeing the initial £6000 to enable grants to be obtained but this money as planned would not actually be called upon. A summary account of the project was presented.  
The total cost had been £ 30,638 but recovery of VAT reduced the effective cost to £ 26,191 and the grants had totalled £ 26,228.

15.11 Highways and Transport  
Cllr Bates had met with the Chairman of the Transport Committee and the Chief Executive. The County Council has agreed to fund a service on a trial basis, starting in December and to be reviewed in February. The service is provided by extending the service which runs through Moss Pit up to Argos into Acton Trussell. This provides almost an hourly service into Stafford. The service must be used otherwise it will be lost. Timetables have been delivered to every household in Acton Trussell by Bill Swynerton and M Callaghan. The information has also gone out on the GrapeVine.

Drains in Bednall, last reported in April have still not been done. Meadow Lane is flooded with water off the fields not going under the road because the drain is blocked. The surface is now breaking up.

There is an increase in the amount of traffic coming along Acton Hill Road. Because of flooding, the traffic is moving into the centre of the road particularly by the Community Centre and overriding the white line for pedestrians. This is particularly noticeable 7-30 to 8.30 am in the morning. It is noted that the road is not gritted in severe conditions although it is used by School buses.

15.12 Finance.

The accounts for the year up to 14th January were presented. The Investment account is currently £21,448.62. The Current account balance is £7,528.93.

The following cheques were agreed for payment.

Great Wyrley Gardens(Nov-Dec 2014)	1254	£	464.20
Clerks salary –(less tax)Dec-Jan	1255	£	256.62
Inland Revenue (PAYE)	1256	£	171.08
E Round –Publicity Play Area	{1257	£	251.72
E Round – BKV catering	{1257	£	120.00
L Bates – Addition telephone –Play Area	1258	£	85.66
Soc of Local Council Clerks - subscription	1259	£	167.00
Holman Davies Design - supervision	1260	£	160.83
M Nicholas BKV Victory sign & cabinets	1261	£	23.18
M Callagher -bedding plants	1262	£	<u>26.99</u>

Total £1,727.28

Effective Cashbook balance £ 5,983.83

15.13 Precept.

The Clerk had circulated a draft budget and precept schedule for 2015/16 based on retaining the previous level. The Council reviewed the budget and agreed that it covered the expected expenditure more activities and providing more for the villages. The planned expenditure is estimated at £ 30,000 and the Council decided to maintain its precept demand at £21,000.

The Council Tax transition funding from South Staffordshire Council ( £1372) is no longer being provided and so there will be a slight increase in the rateable demand. This would cost a Band D household £35.15 per year which is an annual increase of £1.91 compared to this financial year.

**Resolved that Acton Trussell, Bednall with Teddesley Hay Parish Council set a precept demand of £21,000 for 2015/16 .**

15.14 Planning:

The following applications have been refused.

14/00870/FUL Former Communications Station Cannock Road, Bednall  
Change of use from telephone repeater station to residential dwelling ( resubmission)

14/000824/FUL 1 Bank Cottages Top Road Acton Trussell  
Proposed demolition of three existing cottages and erection of two new dwellings.

The following applications have been approved

14/00655/FUL Coppice Farm, Cannock Road, Bednall  
Equestrian developments comprising agricultural storage building, five stable blocks, covered arena, amenity and storage building and parking area.

14/00749/FUL Lower Farm Bednall  
Change of use from agricultural to mixed use B2/B8

The following application is pending consideration

14/00977/FUL Bogmoor Farm, Cannock Road, Bednall  
Change of use of attached barns to dwelling and erection of four car garage

It was noted that an intrusive light had been installed on the Housing Association Offices building at Catch Corner. The enforcement officer will be asked to investigate. The Hedge on Common Lane at Bednall Head had been much improved.

15.15 Correspondence

None

15.16 Risks

Concern about trees falling across the A34. Problems of driving down Acton Hill Road and Meadow Lane when standing water freezes icy

15.17 Date of the next meeting:

**Wednesday 18<sup>th</sup> February 2015 at 8.00 pm in Acton Trussell Community Centre.**

The meeting was closed at 9.58pm.

# **ACTON TRUSSELL, BEDNALL & TEDDESLEY HAY PARISH COUNCIL**

MINUTES OF THE PARISH COUNCIL MEETING HELD ON Wednesday 18<sup>th</sup> February 2015 at 8.00 pm  
in ACTON TRUSSELL COMMUNITY CENTRE

**Present:** T Williams( Chairman), , B Golder, M Nicholas, S Calvert, T Holmes, A Parrott

District Cllr L Bates, in attendance Clerk D W Wright

There were two members of the public present.

## **Public session.**

*Les McDowell and David Adams gave a report on the Community Centre improvements progress. They have spent some time talking to Funding providers and on their advice have reduced the scope of their initial proposals for an extension to the Main Hall. They now have a fixed price quotation for the work at £49770 + VAT giving a basic total of £59,732. No finish to the floors and no fixings, fittings or shelves are included.. It had been indicated that additional funding requests for these features would be well received at a later stage. The funders for this scheme need to see a commitment from the Parish Council to support the grant applications.*

*This will provide an extension to the end of the Community Centre and two areas of additional storage, one of which is able to provide 80m<sup>2</sup> of storage space at the floor level of the hall. This will enable storing the plastic chairs in the lower storage in a room which have enough headroom to walk in. The extension has a raised floor area but is not a stage and so could be used for additional seating for larger events. The Community Centre will run a 'sponsor a brick' scheme to involve more of the community as well as generating more funds. . The Princes Trust Volunteers are being organised to decorate the main hall.*

*Support is available from VAST, run by Staffordshire County Council. They make up the proposed funding was: South Staffs District Council £18,750, Staffordshire County Council £ 20,000, Contribution from the Community Centres own funds £10,482, Donations £500. This leaves a shortfall of £10,000 which could be funded by the Parish Council*

*The Parish Council discussed the proposals and were highly impressed by the proposal which seemed to meet future needs and had been put together in a rigorous manner. The works will be carried out to minimise the impact on the regular users of the hall but it is likely that there would be a void period. The extension will be built outside and the wall knocked through at the last moment. The extension will take away some existing parking but it is planned to provide 10 spaces on the hard standing area of the field. The Parish Council had already earmarked £6000 in the 2015/6 budget and had not actually used the £6000 guarantee sum set aside for the Play Area.*

**Acton Trussell Bednall with Teddesley Hay Parish Council resolved to make a contribution of £ 10,000 in accordance with its powers under LG(MP)A 1976 s19.**

15.18 Apologies were received from, Cllr,E Round ,R Howarth, J Woodward, ,CCllr D Williams & PCSO A Poxon

15.19 Declarations of interest: None

15.20 Minutes.

The minutes of 14<sup>th</sup> January been previously circulated. The minutes were then approved and signed by the Chairman.

15.21 Matters arising:

a) Good Neighbours Scheme.

A meeting had been held on the previous Saturday which was well supported. A further meeting will be held but there is an urgent need for someone to takeover managing the scheme. An item has been produced for the Parish Magazine.

b) Affordable Housing

There had been no apparent progress and the Clerk will contact the SSHA and the consultant to see what is happening. It was suggested that Councillors should visit Pattingham to see a recent development of affordable housing.

c) Community Centre sign

The provision of a large sign 10' x 2' on the Community Centre was discussed. It was considered that it might go on the blank wall created by the extension. However it was agreed to defer this but that the provision of disclaimer signs for the play area should

go ahead. Costs were estimated at £500 for the large sign and £45 for the disclaimer notices.

15.22 District Councillor Report. Drains are completely blocked with soil and drainage from the A34 which was reported in April last year has still not been fixed. The sewers have overflowed spreading objectionable material on the fields. Severn Trent is responsible for the pipes but not what goes down them. Particular problem is FAT which should not be put down the sewer as it builds up. It should be placed in the refuse bin. Meadow Lane is still flooding and the drain is blocked. SSDC have to bring out a camera next to inspect the drain and find out what is the problem.

15.23 Police Report. 2 barns broken into in Teddesley Park and a house in Mill Lane.

15.24 Community Action - Community Centre & Playing Field.  
Tea Room is doing well but may need assistance if Centre starts to charge rent.  
The Play Area fencing was noted to have a splinter.  
The Football users now includes a Stafford Rangers youth team. The facilities are considered to be of a high standard.

15.25 Communication  
Cllr Nicholls showed some initial pages for the Website and a final version will be presented at the next meeting.

15.26 Environment.  
A defibrillator has been installed in the phone box in Bednall. The funding was supported by County Councillor, David Williams. A similar unit in Acton Trussell was briefly discussed but not finalised. Acton Trussell have now formally entered the Best Kept Village contest and Bednall are about to enter.  
The grass cutting contracts will be let at the end of March but there has been a limited response so far and several potential contractors have declined to tender, Grass cutting at the Churches was mentioned in last year's BKV judging and a cut may be organised.

15.27 Highways and Transport  
Cllr Bates had met again with the Highways Department regarding the bus service. The statistics were disappointing as the number of passengers per day was never over 10 spread over eight buses a day. There had been 170 travellers over 40 days and it does look as if the community is not backing the bus service.

15.28 Finance.

The accounts for the year up to 18th February were presented. The Investment account is currently £21,450.38. The Current account balance is £5,801.65.

The following cheques were agreed for payment.

Great Wyrley Gardens(Jan 2015)	1263	£	232.10
Clerks salary –(less tax)Feb	1255	£	128.31
Inland Revenue (PAYE)	1256	£	85.54
M Nicholas-WebplusX8 software	1261	£	<u>93.80</u>
	Total		£ 539.75

Effective Cashbook balance £ 5,261.90

15.29 Planning: The following applications are pending consideration

14/01005/OUT Land off Old Wolverhampton Road Acton Gate  
Erection of three blocks of office (B1) accommodation.

14/00977/FUL Bogmoor Farm, Cannock Road, Bednall  
Change of use of attached barns to dwelling and erection of four car garage.

15.30 Correspondence. None

15.31 Date of the next meeting:

**Wednesday 18<sup>th</sup> March 2015 at 8.00 pm in Acton Trussell Community Centre.**

The meeting was closed at 10.05pm.

# **ACTON TRUSSELL, BEDNALL & TEDDESLEY HAY PARISH COUNCIL**

MINUTES OF THE PARISH COUNCIL MEETING HELD ON Wednesday 18<sup>th</sup> March 2015 at 8.00 pm in ACTON TRUSSELL COMMUNITY CENTRE

**Present,** B Golder, (Acting Chairman), R Howarth, M Nicholas, T Holmes, A Parrott, ( T Williams)  
in attendance Clerk D W Wright

**Public session.** There were no members of the public present.

15.32 Apologies were received from, Cllr,E Round , S Calvert, J Woodward, , District Cllr L Bates  
CCllr D Williams & PCSO A Poxon

15.33 Declarations of interest: None

15.34 Minutes.

The minutes of 18<sup>th</sup> February had been previously circulated.

Item 15.26 The first two lines were amended to say: "A defibrillator has been installed by the phone box in Bednall. *However it is not yet operational.* " The amended minutes were then approved and signed by the Chairman of the meeting..

15.35 Matters arising:

a) Defibrillator.

The first of three training courses was held last week. HeartStart training will carry out the instruction. Cllr Nicholls will contact BHF about a unit for the Community Centre or elsewhere in Acton Trussell and report back. A defibrillator is installed at the Moat House.

b) Affordable Housing

The Clerk had contacted the SSHA and the consultant and requested that they proceed with a survey and questionnaire. Cllr Holmes had visited the Pattingham Affordable Housing scheme and reported that the housing looked attractive.

c) Good Neighbours Scheme

A further meeting was held last Saturday. About 12 people were there but the organiser Michelle Reynolds is employed on a contract which finishes at the end of March. Her work has generated the Penkridge Drivers Scheme. There is interest in a Good Neighbours Scheme but it needs someone to be a co-ordinator. No-one is volunteering. Further meetings will be held.

15.36 District Councillor Report.

The trial bus service into Acton Trussell has now ceased. Unfortunately the usage was very low and did not justify the County Council support. The Connect service organised by South Staffs Council has been extended to Acton Trussell.

15.37 Police Report. Nothing to report. Visits had been made to assess the parking problems at Bednall Church and to advise those parking about obstruction. Bednall residents have been leafleted about a driveway parking scheme. The next Police surgery will in April.

15.38 Community Action - Community Centre & Playing Field.

Tea Room is doing well and has generated a Walking and a Golf group..

The Community Centre large hall has now been decorated by the Prince of Wales Volunteers. The letter of support to the Management Committee of the Community Centre from the Parish Council has been accepted by the grant providers who are expected to help fund the planned extensions.

The Play Area is now inspected every month and proposals will be made to for additional fencing to control users.

15.39 Communication

Cllr Nicholls reported that the website is now up and running with 39 pages, Its address is [www.bath.co.uk](http://www.bath.co.uk) . Adding the parish magazine to the website will be considered. The Parish Council website attached to the South Staffordshire Council site is still functioning.

15.40 Environment.

Best Kept Village. Work will start in April.

Grass cutting

Invitations to tender had been sent out for the grass cutting contracts for 3 years from 1<sup>st</sup> April 2015 for the Recreation Field and the Villages, There had been limited response but a full detailed quotation from the existing contractor Great Wyrley Garden Supplies Ltd was accepted, Additional areas and cuts detailed in a separate submission were also agreed by the Parish Council. The complete scheme is now very similar to the cutting arrangements which were in place a few years ago.

15.41 Highways and Transport

Cllr Golder had spoken to Cllr Bates about the road in Bednall. It had been 'surfaced' by applying tar and chippings. Asked for the Highways Department to come to and walk the village to see what could be done. Drainage still needs sorting out and the lake at the a34 end of Common Lane is up to the level of the footpath.

Wattles Lane has now been put on the Post Office dangerous list and Styth Lane is in a poor state with more potholes. The footpath from Top Road down to Lower Penkridge Road is now in a poor state.

15.42 Finance.

The accounts for the year up to 18th March were presented. The Investment account is currently £21,451.29. A VAT recovery of £ 2,864.74 had been received. The Current account balance is £8126,64.

The following cheques were agreed for payment.

Great Wyrley Gardens(Feb 2015)	1267	£	232.10
Clerks salary –(less tax)Mar	1268	£	128.31
Clerks broadband ( Jan 2013-Feb 2015)		£	397.46
Inland Revenue (PAYE)	1269	£	85.54
M Nicholas-Web hosting charges	1270	£	<u>39.99</u>
	Total	£	883.40

Effective Cashbook balance £ 7,243.24

15.43 Planning: The following applications are pending consideration

15/00140/FUL 5 Hempits Grove Acton Trussell

First floor extension over garage,ground floor extension to hall and lounge.

15/00047/TREE 1 Kenderdine Close

Remove 1 holly and reduce/prune other hollies within and bordering garden.

15.44 Correspondence. None

15.45 Reports from Councillors

Traffic is now a major problem at Brocton Cross Roads due to the closure of Milford Road.and major queues build up on Teddesley Road and Sawpit Lane. Write to Highways to request provision of temporary traffic lights.

15.46 Date of the next meeting:

**Wednesday 22<sup>nd</sup> April 2015 at 8.00 pm in Acton Trussell Community Centre.**

The meeting was closed at 9.57 pm.

# **ACTON TRUSSELL, BEDNALL & TEDDESLEY HAY PARISH COUNCIL**

MINUTES OF THE PARISH COUNCIL MEETING HELD ON Wednesday 22<sup>nd</sup> April 2015 at 8.00 pm in  
ACTON TRUSSELL COMMUNITY CENTRE

**Present,** T Williams, (Chairman), R Howarth, M Nicholas, T Holmes, A Parrott, B Golder  
District Cllr L Bates PCSO A Poxon in attendance Clerk D W Wright

**Public session.** There were no members of the public present.

15.47 Apologies were received from, Cllr, E Round, S Calvert, J Woodward, CCllr D Williams

15.48 Declarations of interest: None

15.49 Minutes.

The minutes of 18<sup>th</sup> March had been previously circulated. The minutes were then approved and signed by the Chairman.

15.50 Matters arising:

a) 15.35 Defibrillator.

HeartStart training as well as training on the use of the defibrillator is required. This training is now in progress. It was suggested that as the defibrillator at the Moat House is beneficial to that end of the village, a donation towards its cost should be made. **It was agreed that a donation of £300 should be made towards this under the Council's powers in para S137 LGA.** About 4000 people use the Community Centre each year and provision of a defibrillator at the Centre will be pursued.

15.51 District Councillor Report.

Cllr Bates reported that money from Central Government to SSDC will be reduced next year and there will be no rate support grant. The Council is considering forming a limited company so that they can raise money from other services rather than the ratepayers.

15.52 Police Report. Theft of machinery from Burrows on Cannock Road. Theft of bikes from Argos bikes shed. Two males were detained at scene and bikes returned to owners. Poxon is now attending the Thursday Coffee Mornings at Acton Trussell Community Centre.

15.53 Community Action - Community Centre & Playing Field.

Veolia Environmental Trust have asked if they can have meeting at the centre on 15<sup>th</sup> May 10~1.30pm. The Parish Council agreed to cover the cost of the hire. Additional fencing was discussed for the play area but quoted costs seem high.

15.54 Communication

Cllr Nicholls reported that the website running well and being visited. Its address is [www.batth.co.uk](http://www.batth.co.uk). It was suggested that a visitor counter could be attached to the site.

15.55 Environment.

Best Kept Village. Work has started and signs are being displayed. The Connect Bus Service sponsored by SSDC is now being used by people from Acton Trussell.

15.56 Highways and Transport

Cllr Golder had spoken to the Highways Department and the drains in Bednall are now on their schedule. The faded signs in the village will be replaced. Bollards alongside the Bednall signpost at the triangle have been requested.

The flooding at the A34 end of Common Lane has been inspected by Highways but they are not going to take any action on it.

The hole outside the shop in Bednall is still covered by a plate and the hole is dangerous. Request Highways to come and look at it and ensure something is done. The plate may be moved by heavy traffic. Stych Lane is in a poor state with more potholes. The footpath from Top Road down to Lower Penkridge Road is now in a poor state. It seems likely that this is unadopted and still a Parish Council responsibility. The Council will investigate whether it is actually used or whether it could be closed. Repair and refurbishment is likely to be expensive as it really needs relaying. Possible builders will be sought to enable a reasonable estimate to be obtained before making any decision.



#### 15.57 Finance.

- a) The Receipts and Payments Summary accounts for the year ended 31<sup>st</sup> March 2015 were presented by the Clerk and approved by the Council. These will be submitted for an internal audit before the formal submission of the Parish Council statement of Accounts to Grant Thornton Ltd, the external auditor, in June.
- b) The accounts for the year up to 22<sup>nd</sup> April were presented. The Investment account is currently £21,452.11.( including £10000 set aside for the Community Centre Extensions). The Current account balance was £7,243.24.

The following cheques were agreed for payment.

Great Wyrley Gardens(Mar 2015)	1271	£	232.10
Clerks salary –(less tax)Apr	1272	£	128.31
Inland Revenue (PAYE)	1273	£	85.54
M Nicholas BKV supplies	1274	£	90.05
SPCA –annual subscription	1270	£	<u>336.00</u>
	Total	£	872.00

Effective Cashbook balance £ 6,371.24

- c) Approval of Annual Return and Governance Statement.  
The Council considered and approved the Governance statement. The Annual return was then approved and signed by the Chairman.

#### 15.58 Planning: The following applications are pending consideration

15/00191/FUL Teddesley Boat Co, Teddesley Road Acton Trussell  
Proposed change of use for conversion of ground floor offices, workshops and ancillary accomodation and first floor apartment into 4 apartments.

The Council considered the plans and agreed that this was an acceptable re-use of the buildings and that it would not be detrimental to the area.

#### 15.59 Correspondence.

SPCA gazette  
SCC Education Department – Request for nomination for Bednall School Governor

#### 15.60 Reports from Councillors

The hedge has now grown up at the front of the Community Centre and the fence which protected it needs repair. Suggested that the fence should now be removed .  
Cooks bank needs w including remove some scrubby trees and tidying up the holly trees.  
We need new railings and steps by the Canal bridge and these are the responsibility of the Rivers and Canal Trust. The masonry on the bridges at the end of Roseford Lane is being hit by traffics and are moving. Request Highways to take action.

- 15.61 Elections: The parish council election on May 7<sup>th</sup> for Acton Trussell and Bednall will be uncontested as insufficient nominations were received. Some of the current councillors had intended to stand but missed the deadline but two of the councillors were intending to stand down. The clerk will prepare a notice inviting applications for co-option as councillors, and this will be displayed on the notice board, website and also be sent to all previously unsuccessful at previous co-options. Co-options can then take place at the next meeting.

#### 15.62 Date of the next meeting:

**Wednesday 13<sup>th</sup> May 2015 at 8.00 pm immediately following the Parish Assembly in Acton Trussell Community Centre.**

The meeting was closed at 9.38 pm.

# **ACTON TRUSSELL, BEDNALL & TEDDESLEY HAY PARISH COUNCIL**

MINUTES OF THE ANUAL PARISH COUNCIL MEETING HELD ON Wednesday 13th May 2015 at about 9pm immediately following the Annual Parish Assembly in ACTON TRUSSELL COMMUNITY CENTRE

**Present,** T Williams, T Holmes, A Parrott, B Golder  
District Cllr L Bates PCSO A Poxon in attendance Clerk D W Wright

*Four Parish Councillors only had been nominated and returned unopposed at the elections on 7<sup>th</sup> May. The five vacancies for additional councillors had been circulated widely and previous Councillors who had failed to submit nominations in time were also advised of the vacancies.*

15.63 T Williams was nominated and elected as Chairman. He then signed his Declaration of Acceptance of Office.  
Barbara Golder was nominated and elected as Vice-Chairman.

15.64 Apologies were received from, CCllr D Williams . Cllr R Howarth

15.65 Co-option  
The following persons had indicated their interest in being co-opted as a Councillor.  
Roger Howarth, Susan Calvert, Malcolm Nicholas, Iain McKechnie.  
The Parish Council agreed to co-opt each of them and they each completed their declaration of office and joined the Parish Council. There is still one unfilled vacancy for a Councillor and enquiries will made to see if a representation from Teddesley Hay area of the parish can be obtained.

15.66 Declarations of interest: None

15.67 Minutes.  
The minutes of 22<sup>nd</sup> April had been previously circulated.  
15.35 The number of people using the Community Centre was 14000 per year and not 4000.  
The minutes were then approved and signed by the Chairman.

15.68 Matters arising:

a) 15.50 Defibrillator.  
Although there is a unit at The Moat House it was felt that a unit was still needed at the opposite end of the village in Acton Trussell Community Centre. Another unit might be located for use at the Church and School in Bednall. It was emphasised that the machine is only an aid to get a heart beating normally and the need is for as many people as possible to be trained in CPR.

Need to keep a close watch on any flooding on the A34 but the County Council say that the gullies have been cleared and no further work is required,. The faded road sign have been replaced and some bollards have appeared. The hole in the road outside the shop in Bednall , which was covered by a plate, has now been repaired.

Fence removal at Community Centre. It was agreed to let it lie for the moment.

15.69 District Councillor Report.  
Cllr Bates reported that Penkridge Parish Council had commented about the amount of traffic on the A499 as a result of the work on the M6 improvements. A meeting is being arranged with County Highways Department.  
The Parish Council congratulated Cllr Bates on his re-election as a District Councillor. It noted his long service as Church Warden at St James Church.

15.70 Police Report. Theft of machinery from Burrows on Cannock Road.

15.71 Community Action - Community Centre & Playing Field.  
The Parish Council agreed to cover the cost of the hire by Veolia Enviromental Trust for their meeting at the centre on 15<sup>th</sup> May 10~1.30pm..  
The tea room continues to work well. Jan Wright will set up a further meeting to promote a Good Neighbours scheme. As explained in the Annual Assembly Report, fund raising for the Community Centre extensions have been going well and work will start soon. H&S supervision will be provided by a volunteer from the village but the Insurance needs to be

checked to confirm that he will be included in the Parish Council Employers Liability cover.

15.72 Communication

Cllr Nicholls reported that the website is running well and being visited

15.73 Environment.

Best Kept Village. Work has started and signs are being displayed.

In Bednall, a bin has been provided for litter. In Acton Trussell, things are going well and after the grass cutting the village looks very well. It was reported that the hanging basket competition will assume everyone who has a basket is entering unless they ask to be excluded from the competition.

15.74 Highways and Transport

The footpath from Top Road down to Lower Penkridge Road is now in a poor state. The Council will investigate whether it is actually used or whether it could be closed. Repair and refurbishment is likely to be expensive as it really needs relaying. Clerk will write to Footpaths Officer to see if it can be strimmed and weed growth removed..

15.75 Finance.

- a) The accounts for the year up to 13<sup>th</sup> Mayl were presented. The Investment account is currently £21,453.02. including £10000 set aside for the Community Centre Extensions). The first instalment of the precept has been received. The Current account balance was £16,871.24.

The following cheques were agreed for payment.

Great Wyrley Gardens(Mar 2015)	1276	£	1271.36
Clerks salary –(less tax)May	1277	£	128.31
Inland Revenue (PAYE)	1278	£	85.54
AON Insurance –Parish Council	1279	£	684.80
M Nicholas BKV supplies	1280	£	44.99
Leis Partnership –Defib contibution	1281	£	<u>300.00</u>

Total £ 2514.80

Effective Cashbook balance £ 14,356.44

15.76 Planning: The following applications are pending consideration

15/00211/FUL 6 Common Lane Bednall. Two storey side extension rear single storey and demolition of garage

The Council considered the plans and had no objection.

15.77 Correspondence.

SSDC Dates for Car boot sales at Bednall Head  
Community Council – Planned meeting about Good Neighbours Scheme.

15.78 Risks

The footpath up to the Community Centre is inadequate. Clerk to write to Highways about safety for children traveling to the play area and also the adequacy of the actual work carried out.

15.79 Reports from Councillors

Retired Councillor John Woodward, active for many years on the council, is in poor health and has had recent surgery. The Parish Council will send its wishes for a speedy recovery.

15.80 Date of the next meeting:

**Wednesday 17<sup>th</sup> June 2015 at 8.00 pm in Acton Trussell Community Centre.**

The meeting was closed at 9.54 pm.

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# **ACTON TRUSSELL, BEDNALL & TEDDESLEY HAY PARISH**

## **MINUTES OF THE ANNUAL PARISH ASSEMBLY**

**Wednesday 13<sup>th</sup> May 2015 at 8.00 pm in**

## **ACTON TRUSSELL COMMUNITY CENTRE**

**Present:** T Williams (Chairman), M Nicholas, T Holmes, B Golder, S Calvert, A Parrot  
In attendance Clerk D W Wright

There were four members of the public present and County Councillor D Williams

1. Apologies were received from Cllr, R Howarth, and District Councillor L Bates

### **2. Chairman's Report**

The Chairman reported on the previous year and thanked the Councillors for their excellent support during the last twelve months.

The Parish Council raised £32,000 for an new Children's Play Area. Lots of thanks go to Eleanor Round and Len bates who worked exceptionally hard on making it all happen.

The Best Kept Village Competition this year was a triumph. Acton Trussell came first in its category and Bednall came second. Congratulations to both teams. The villages are entering again this year and competition will be fierce. The Scarecrow competition was a great success as was the hanging basket competition.

The Parish Council has provided two memorial benches to mark the centenary of the start of the Great War and Bednall now has a Defibrillator installed by its adopted Telephone Box.

The Community Centre has had two new full length windows fitted in the main hall and internal redecoration. The improvement is significant and has transformed the room.

Plans hve been drawn up for further extensions and the Management Committee is obtaining grants and fund-raising to allow this to proceed The Parish Council is guaranteeing a contribution which helps unlock further grants from other sources.

The precept was raised last year to £21,000 so that the Parish Council would have funds to carry out further activities and implement some of the ideas taken from the Focus Group survey.

The Focus Group had highlighted the need to increase Community Involvement. Sue Calvert and Eleanor Round have worked hard creating a tea room which is very successful and has formed a centre for initiating new Clubs and activities. Acton Trussell has now set up a Community Social Group which includes, film night, barn dances and trips out.

With the Council elections in May we have lost two councillors who have decided to retire, John Woodward and Eleanor Round. Since being co-opted, Eleanor worked tirelessly for the community and was instrumental in much of the changes and social involvement we now see. John Woodward has been a member of the Council for many years since moving to Acton Trussell but time overtakes us all and he has had to move into residential accommodation out of the area. Unfortunately he has now had to have major surgery.

Len Bates is retiring after 35 years as a Church Warden and we appreciate his major contribution to the Parish both in the Church and as previous member of the Parish Council.

M Nicholas has now put a website for the community on-line, [www.batth.co.uk](http://www.batth.co.uk), and this contains information for the whole community as well as Parish Council information.

3. **Minutes.**

The minutes of the last Parish Assembly held on 14<sup>th</sup> May 2014 were read out by the Clerk. The Council unanimously thanked the Chairman for his efforts.

4. **Finance.**

The Clerk presented the accounts for 2014/15 and summarised the income and expenditure. The Parish Council's reserves reduced slightly in the year but this was mainly the expenditure of grants held for the planned play area. The accounts will be submitted for external audit after this meeting but are available for any member of the parish to consult.

5. **County Councillors Report**

Cllr Williams reported that he had paid £2500 for installation of a crossing point at the corner of Acton Hill Road and a laid out walkway from Cookes bank along to the Community Centre out of his highways allocation money. It seems to be less satisfactory than expected.

A defibrillator installation in Bednall has been funded by Councillor Williams although sponsorship has paid for the equipment box.

The drains in Bednall have been repaired and cleared. He had tried to get the gritting routes altered to include Acton Hill Road but had been unsuccessful. It would be possible to have grit containers

6. **Community Centre.**

The Community Centre is running well with bookings holding up well. A planning application was been submitted for enlarged windows in the main hall and a stage extension. The scheme has been modified but will now provide a bigger hall space and storage facilities. The cost is much higher but very good support has been received from Grant organisations and it is thought that a shortfall of about £10,000 might be covered by the Parish Council. A very tight budget control is in place and fixed price quotations have been obtained. A 'Buy a Brick' fund raising scheme is being started in the villages and this is receiving good support and also helps to involve the community in the hall. The hall benefited from the work of the Prince of Wales Trust volunteers who have repainted the main hall. Information about the extensions and the hall is now on the website.

7. **Village Matters.**

Replacement of the basketball net could be funded by Cllr D Williams. A set of practise nets had been requested for use by the young people independently of the Football group. The existing ones are too heavy and potentially dangerous. Cllr D Williams suggested that an application for £ 200 is made for goalposts, field marking and the Basketball net.

The meeting closed at 9.05pm and was followed by the Annual Parish Council Meeting.

***The Annual Parish Assembly is not a meeting of the Parish Council.***

# **ACTON TRUSSELL, BEDNALL & TEDDESLEY HAY PARISH COUNCIL**

MINUTES OF THE PARISH COUNCIL MEETING HELD ON Wednesday 17th June 2015 at 8pm in  
ACTON TRUSSELL COMMUNITY CENTRE

**Present,** T Williams, T Holmes, A Parrott, B Golder, S Calvert, I McKechnie  
3 members of the public in attendance Clerk D W Wright

## Public Session

The Council was asked about a Neighbourhood Plan and what the Council was doing about it. It had been noted in the Parish Plan but no plan was yet in place. The members of the public felt that had a Plan existed it might have been helpful in controlling development in Acton Trussell which was likely to affect them. The Chairman advised that the Council had included it in the actions arising out of the Parish Plan but that it had been set with a longer timescale. No-one had been identified to lead a project and there had been no volunteers so far to be involved. However, the Council will review this matter and consider whether it was beneficial to the Parish to have a Neighbourhood Plan. A specific item will be placed on the next meeting agenda and some investigation will be carried out on the usefulness and cost of such a plan.

The council was asked about progress on disabled access at the Community Centre. The Council and the management Committee had looked at a variety of means of improving access and locking systems and although there was a compliant disabled access facility it had not been possible to improve it to be convenient for all user expectations. The planned extension has been designed in accordance with the Disabled Access requirements.

Concern was expressed about the new goalposts on the Recreation Field as they were very flimsy and are breaking regularly. The location was close to the Play Area and it was asked if they could be moved further away. It was noted that the goal had actually been turned round and moved from the marked out position to be closer to the Play Area. It was pointed out that the Tea Room is run by the Social Community Group and not the Parish Council.

15.81 Apologies were received from Cllr R Howarth, CCllr Williams, DCllr L Bates

15.82 Declarations of interest: None

15.83 Minutes.

The minutes of 13<sup>th</sup> May had been previously circulated.

The Tear Room is run by the Social Community Group. A Poxon was not actually present.

A 'w' was missing from The Lewis Partnership.

The minutes were amended and then approved and signed by the Chairman.

15.84 Matters arising:

a) 15.74. Footpath

Cllr Parrott had inspected the footpath and felt that though it is claustrophobic it is not really dangerous. One flagstone needs cementing and repairing.

D Williams had advised that there was a new foot paths officer but only part-time. The highways team are coming into the area shortly to do work.

15.85 Police Report. Nothing to report.

15.86 Community Action - Community Centre & Playing Field.

A lot of litter is collecting on the field. A litter bin would help by providing somewhere to put the litter and Len Bates will be asked if he can arrange one.

Mr O'Hara from the football Club had provided some portable goal mouths for use for non-organised play. Cost was £300 + £50 for marking out and hopefully Cllr Williams would provide funds to reimburse the cost.

The extended Community Centre will probably need more car-parking- and hard surfacing which might be used for other sports. There is an area of the recreation field which has reinforced matting underneath to provide over-flow parkin. Suggested that a sign be produced for the Car Parking showing the reinforced area and a sign saying "End of Reinforced Area" to stop cars going onto soft ground.

The Management Committee will meet on Monday. The Hall is now in use every evening and the Playground is being used, mainly young people with grandparents. There is some

concern about the effect of the building work on booking the hall but work is now due to start on Monday.

The football club will be invited to come to the September meeting to talk about their activities.

15.87 Communication

A counter has not yet been added to the Website. More people are now sending information to be put on the site.

15.88 Environment.

Best Kept Village. Judging started in May. There are a very large number of scare-crows now in place and the villages are looking exceptionally attractive. This is a credit to those who have worked very hard this year.

15.89 Highways and Transport

The bus through Bednall has now stopped but should return when the road closure along Lichfield Road reopens properly. The Community Service Connect bus service is being used but does not cross into Stafford Borough.

15.90 Finance.

- a) The accounts for the year up to 17<sup>th</sup> June were presented. The Investment account is currently £21,453.96. including £10,000 set aside for the Community Centre Extensions). The Current account balance was £14,356.44.

The following cheques were agreed for payment.

Great Wyrley Gardens(May 2015)	1282	£	1001.16
Clerks salary –(less tax)May	1283	£	128.31
Inland Revenue (PAYE)	1284	£	85.54
S Calvert BKV token	1285	£	<u>27.20</u>

Total £ 1242.21

Effective Cashbook balance £ 13,114.23

15.91 Planning: The following applications are pending consideration

15/00455/OUT Land off Old Wolverhampton Road Acton Gate  
Erection of three blocks of office accommodation

15.00401/FUL Church View 4 Lower Penkridge Road Acton Trussell  
Porch replacement, link infill extension and glazing material changes to external walls

The Council considered the plans and had no objection.

15.92 Correspondence.

Community First Responders – email explaining changes to car marking due to legislation  
SPCA -Councillor training courses

15.93 Risks

The footpath up to the Community Centre is inadequate. Clerk to write to Highways about safety for children traveling to the play area and also the adequacy of the actual work carried out.

15.94 Reports from Councillors

On Top Road there is a manhole cover at the corner of Nash lane which is damaged after being hit by a lorry. Consider provision of a mirror on the corner of Top Road by Bank Top and the Grange to improve visibility for pedestrians or further trimming of the holly hedges.

15.95 Date of the next meeting:

**Wednesday 15<sup>th</sup> July 2015 at 8.00 pm in Acton Trussell Community Centre.**

The meeting was closed at 9.45 pm.

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# **ACTON TRUSSELL, BEDNALL & TEDDESLEY HAY PARISH COUNCIL**

MINUTES OF THE PARISH COUNCIL MEETING HELD ON Wednesday 22nd July 2015 at 8pm in  
ACTON TRUSSELL COMMUNITY CENTRE

**Present,** T Williams, A Parrott, B Golder, R Howarth, I McKechnie, D Cllr L Bates  
3 members of the public in attendance Clerk D W Wright

## Public Session

Two residents asked about the potential development off Cooks Bank. The Council advised that there had been no planning application but pre-application meeting had been held with the Planning Department. Highways were concerned about access off Cooks Bank as there was problem of visibility onto a narrow road. The Council will monitor this potential development and try to keep residents informed.

The state of footpaths along Top Road was discussed. There was a new coordinator for the Highways teams and she had written advising that the team would be arriving shortly and requesting a list of preferred work. It was suggested that the paths are inspected and photographs taken to identify areas needing attention.

15.96 Apologies were received from Cllrs T Holmes, S Calvert, M Nicholas, CCllr D Williams, PCSO A Poxon.

15.97 Declarations of interest: None

15.98 Minutes.

The minutes of 17<sup>th</sup> June had been previously circulated.

M Nicholas was actually present at the meeting.

The minutes were amended and then approved and signed by the Chairman.

15.99 Matters arising:

a) 15.94. Footpath

Manhole cover on Top Road by Nash Lane has been repaired.

15.100 Police Report. Nothing to report.

15.101 Neighbourhood Plan

The Council has an option to create a neighbourhood plan which helps provide a vision of the future development of the Parish and can be used as part of the Planning considerations. This has been researched and currently no parishes in South Staffordshire have a plan. The plan must be consistent with the local plan and is most useful when development is desired by the parish. Creating a plan is difficult as it must meet many criteria and be formally assessed before it can be submitted for acceptance by the District Council. In general professional assistance would be required to write the plan as well as typical costs of between £8000 and £17000. The parish council noted that development in the area was already subject to tight control as neither Bednall or Acton Trussell are seen as service villages and therefore the local plan does not include any development in the current plan. Bednall is also part of the Green belt, further restricting development.

**Resolved: The Parish Council accepts that local development is adequately controlled by the structure plan and will not develop its own Neighbourhood plan.**

Proposed: B Golder :Seconded R Howarth.

## Affordable Housing

A detailed questionnaire and covering letter had been prepared by the Housing Association consultant. The Council reviewed and accepted the documents. These will now be sent out to residents by the District Council and will now. The responses will be analysed and allow the Parish Council to determine what level of need exists for affordable housing in the parish and whether

15.102 Community Action - Community Centre & Playing Field.

Len Bates has arranged for a litter bin. The Play Area is widely used and has been a great success. Veolia Environmental held a recent meeting in the Community Centre and they were able to see the success of the play area to which they gave a lot of the funding. The building work at the Community Centre is going ahead well and there has been minimal disruption.



15.103 Communication

It was noted that some of the information on the website is not up to date. The training sessions for the defibrillator will be on 5<sup>th</sup> August at the Moat House. This has been included in the parish magazine and on the website. A cheque towards the cost of the defibrillator has been sent to The Lewis Partnership.

15.104 Environment.

Best Kept Village. Now nearly at the end of the competition and results will out on Wednesday 5<sup>th</sup> August. There are 36-37 scare-crows now in place in Acton Trussell although some have been removed. There are also scarecrows in Bednall.

15.105 Highways and Transport

As the Community Team is coming shortly to the parish, Sue Calvert will be asked to update the list of tasks, particularly footpaths that she prepared for the last visit. The footpath along Top Road needs attention. It was noted that the holly hedge by the Grange needs further width reduction. The roads in Bednall has been tarred and chipped. There is a large pothole on the bend in Acton Hill Road.

15.106 Finance.

- a) The accounts for the year up to 22<sup>nd</sup> July were presented. The Investment account is currently £21,454.81. including £10,000 set aside for the Community Centre Extensions). The Current account balance was £13,113.23.

The following cheques were agreed for payment.

Great Wyrley Gardens(May 2015)	1286	£	1001.16
Clerks salary –(less tax)July	1287	£	128.31
Inland Revenue (PAYE)	1288	£	85.54
Friends of Bednall –BKV reimbursement	1289	£	525.71
M Nicholas BKV - reimbursement	1290	£	<u>20.00</u>

Total £ 1760.72

Effective Cashbook balance £ 11,352.51

15.107 Planning: The following applications are pending consideration

15/00567/FUL Bank Cottages Top Road Acton Trussell.  
Demolition of outbuildings, refurbishment and repair and extensions to existing cottages

The Council considered the plans and had no objection.

15.108 Correspondence.

Staffs County Council - *Notification of Publication of final draft of Minerals Local Plan Highway Winter Maintenance Review*  
Police & Crime Commissioner - *SPACE activities for young people*  
Staffs & Stoke on Trent Archives Service *Newsletter*

15.109 Reports from Councillors

A large bough has fallen from tree in Hempits Grove. Great Wyrley Garden Supplies will be asked to remove it.

Items for next meeting;  
Bednall Church and School changes  
Football Club  
Affordable Housing

15.110 Date of the next meeting:

**Wednesday 16<sup>th</sup> September 2015 at 8.00 pm in Acton Trussell Community Centre.**

The meeting was closed at 9.30 pm.

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# **ACTON TRUSSELL, BEDNALL & TEDDESLEY HAY PARISH COUNCIL**

MINUTES OF THE PARISH COUNCIL MEETING HELD ON Wednesday 16<sup>th</sup> September 2015 at 8pm  
in ACTON TRUSSELL COMMUNITY CENTRE

**Present,** T Williams, A Parrott, B Golder, R Howarth, I McKechnie, T Holmes, M Nicholas  
CCllr D Williams.

6 members of the public

in attendance Clerk D W Wright

## Public Session

M O'Hara from the Junior Football Club had brought along two of his star players with some of their trophies. He wanted to thank the Parish Council for the use of the recreation field. The teams had been doing very well finishing top of their league and winning a Cup. They had now steeped up and entered the Midland Junior Premier League Under 14s. This means they need more players in the squad and have to host visiting teams including providing a buffet. . The facilities provided were very good and impressed the visitors.

Les McDowell commented that the football club had been very cooperative and helped to redirect parking when there was another event in the Hall when they were using the field. The extension to the hall will release a second changing room when complete when storage space becomes available.

The extension to the Community Centre was progressing very well and was now awaiting the windows so that it could be made watertight. It is expected to be complete by end of October. It was noted that they need a professional curtain track for the Stage Curtains which are very heavy but it seems that second hand curtains are available. Intend to order more upholstered chairs without arms in blue. There will be 125 chairs eventually. A professional opinion will be obtained regarding the provision of stage lighting.

The Committee is delighted with the progress and intend to invite the local MP Jeremy Lefroy to open the extension.

15.111 Apologies were received from Cllrs S Calvert, D Cllr L Bates, PCSO A Poxon.

15.112 Declarations of interest: None.

15.113 Minutes.

The minutes of 22<sup>nd</sup> July had been previously circulated.

The minutes were approved by the Council and then signed by the Chairman.

15.114 Matters arising:

a) Cooks Bank. There was no further information about a possible development.

b) Bednall Church and School

A presentation was made to the Diocesan Advisory Committee in August. It was clear that there was not cohesion in the village and parish about the proposed arrangement for the School to lease part of the Church for midday catering facilities and any associated re-ordering of the Church. After further consultations with the Parish, the PCC felt it would not be possible to reach an agreement before the end of the financial year. The PCC advised the Diocese and the school that it was not possible to proceed.

c) Affordable Housing Survey

The questionnaire has now been circulated and it is hoped to have a summary of the results for the next meeting. For a typical parish it is likely that a requirement for about 12 houses might be identified.

15.115 Police Report. Nothing to report.

15.116 County Councillors Report

The footpaths along Top Road have been discussed with highways and will now be surveyed to see if they can be repaired. There needs to be 20mm depth of holes before they can be treated. Cllr Williams may have some funds from his £10K Highways allocation but most is currently committed elsewhere. The Highways Neighbourhood team have been sent out to Wattles Lane. He will support more defibrillators for the villages. He thanked the BKV committees for the invitation to come to the BKV celebrations.

The drains in Bednall are a problem. The Water Company says it is not them who have broken the drain and the Gas Company refuses to pay. The County Council is not yet willing to pay and are trying sort out who is going to pay. Cameras have been used to inspect the drains at Bednall Head.

#### 15.117 Community Action - Community Centre & Playing Field.-Cohesion

Great Wyrley Gardens have reported damage to the field due to vehicle access. It has affected the top end of the field. The barrier needs to be replaced and it was suggested that the barrier is now placed at the end of the reinforced area to permit more cars to be parked.

The Village BBQ to celebrate the BKV successes had been a success with a good turnout. The Men's Society had raised quite a lot of money from a collection at the event. Acton Trussell had again won its class in South Staffs District and the County whilst Bednall also came second in its class in the District and County.

**The Council is pleased to record that residents live in the two best kept villages in the County!**

There were 55 scare-crows in place this year compared with 35 last year.

#### 15.118 Communication

The website was running well but as there is no visitor counter it is difficult to know how effective it is. The use of social media was discussed for additional communication to residents. Cllr I Mckechnie said that he would run a Twitter account for the parish.

#### 15.119 Highways and Transport

The Ice-Busters scheme will run again this year. Residents can undertake to have grit and spread it when the roads need it because of snow and ice. The County Council provides insurance.

#### 15.120 Finance.

- a) The Annual Accounts had been audited by Grant Thornton and the completed statement was presented. There were no significant comments on the Accounts.
- b) The Parish Council had agreed to provide £10,000 towards the Community Centre Extension. A request had been made to pay this money now so that there would be ongoing funds to make stage payments to the builder. A sum of £20,000 will be paid by the County Council on completion. The possibility of a shortfall was discussed and clarified. It was agreed that a cheque could be drawn for the payment but that it should not be released until the accounts for the building work had been reviewed.
- c) The accounts for the year up to 16<sup>th</sup> September were presented. The Investment account is currently £21,455.69. The Current account balance was £11,352.51.

The following cheques were agreed for payment.

Great Wyrley Gardens(July-August 2015)	1291	£	2002.32
Information Commissioner – data registration	1292	£	35.00
ABT Community Centre –Village BBQ	1293	£	438.26
ABT Comunity Centre Extension Grant LGA76 s19	1294	£	10,000.00
Clerks salary –(less tax)Aug-Sept	1295	£	256.62
Inland Revenue (PAYE)	1296	£	171.08
M O'Hara –Football goals reimbursement	1297	£	350.00
	Total	£	13,253.28

Effective Cashbook balance £ -1900.77

A sweep facility is in place to transfer money from the reserve account to cover these cheques.

It was agreed to purchase a replacement Baseball Hoop and backing board to be fitted on the existing steelwork. Estimated cost £350 + £50 carriage.

#### 15.121 Planning:

Cllr Parrott declared an interest in Application 15/00603/FUL and left the meeting room during the discussions on this application.

The following applications are pending consideration

15/00805/FUL Whispering Winds Mill Lane Acton Trussell  
Double garage extension

15/00678/AGR Bednall Hall Farm Common Lane Bednall  
Machinery Shed

The Council considered the plans and had no objection.

15/00603/FUL & 15/00604/LBC

Brookhouse Farm Cottage Acton Hill Road Acton Trussell

Change of use of agricultural barn to form dwelling including alterations to a listed building and provision of a detached oak framed brickwork and tiled roof outbuilding and new access from roadway.

The Council reviewed the plans and supported the work to retain and improve this listed building. The Council supports the application.

The following applications have been approved.

15/00567/FUL Bank Cottages Top Road Acton Trussell.  
Demolition of outbuildings, refurbishment and repair and extensions  
to existing cottages

#### 15.122 Correspondence.

Planning Inspectorate - *Appeal rejection for Coppice Farm development 14/00655/FUL*

South Staffs Council – *Elections- Voter registration*

*Standards & Resource Committee*

Staffs Playing Fields Association - *Annual report and Accounts*

#### 15.123 Reports from Councillors

Delphine Howarth has now been appointed assistant minister for this parish and a service for licensing will take place on Thursday 6<sup>th</sup> October at St James Church, Acton Trussell.

#### 15.124 Date of the next meeting:

**Wednesday 21<sup>st</sup> October 2015 at 8.00 pm in Acton Trussell Community Centre.**

The meeting was closed at 9.43 pm.

[www.batth.co.uk](http://www.batth.co.uk) .

# **ACTON TRUSSELL, BEDNALL & TEDDESLEY HAY PARISH COUNCIL**

MINUTES OF THE PARISH COUNCIL MEETING HELD ON Wednesday 21<sup>st</sup> October 2015 at 8pm in  
ACTON TRUSSELL COMMUNITY CENTRE

**Present,** T Williams, A Parrott, B Golder, R Howarth, I McKechnie, T Holmes, M Nicholas,  
S Calvert, D Cllr L Bates  
3 members of the public in attendance Clerk D W Wright

## Public Session

Les McDowell reported the extension to the Community Centre was progressing very well. The brickwork is awaiting plastering but the end wall of the hall will shortly be knocked through to open up the extension. The Council grant had been banked and the last stage payment now made to the builders. No further payment would be made to the builders until completion of the work. It is expected to be complete by end of October. *The Council inspected the progress of the work.*

Paul Brady outlined the Men's Society activities on Defibrillators and the funds already raised which would cover 3 units so far, with offers of support from individuals for two more. They need permission before installing on public land and asked the Parish Council to coordinate the purchase to enable recovery of the VAT. The British Heart Foundation were suggesting that the units should be mounted in unlocked cabinets but this was unsafe. The Parish Council will provide a letter confirming that they do not want open boxes because of safety and possible vandalism. The Council agreed to give permission for the placing of units at : Top of steps in Top Road; Nash Lane Play Area; Bus Shelter opposite Leese Lane and at the Community Centre.

15.125 Apologies were received from CCllr D Williams & PCSO A Poxon. Both submitted reports.

15.126 Declarations of interest: None.

15.127 Minutes.

The minutes of 16<sup>th</sup> September had been previously circulated. After correction of typographical errors the minutes were approved by the Council and signed by the Chairman.

15.128 Matters arising:

- a) Cooks Bank. There was no further information about a possible development.
- b) Affordable Housing Survey  
The questionnaire has now been circulated but no report has yet been received from the Consultant. This will be progressed.

15.129 Police Report. Nothing to report.

15.130 District Councillors Report

There had been discussion about the introduction of a Metropolitan Authority and a number of councils have joined forces. South Staffs District Council still wished to maintain a Green Belt and so did not want to merge.

15.131 County Councillors Report

*I have agreed to fund the goals and basket ball hoop. I have agreed with the Men' Society to pay £1500 for a defibrillator and Box to mounted on the Community Centre. It is suggested that the Parish Council actually pay for the unit and recover relevant VAT. If the Men's Society receive 2 free units from the British Heart Foundation it is suggested that one unit could be considered for fitting in Bednall. I have paid for and ordered two AED highways signs to be placed outside the Moat House and the Community Centre.*

*I have clarified that some works have been carried out at Bednall Head that should allow normal rain to soak away and not cause pooling. However further works are required to ensure that a heavy rain session will not, as at present, pool and soak away slowly. A specific machine is required to remove the clay type detritus in the pipes. This work is on the programme and will be carried out in the future.*

#### 15.132 Community Action - Community Centre & Playing Field.-Cohesion

There are lots of activity and bookings for the Centre. The fundraising for the extensions is involving the village. There will be a 60's night, Live and Local Theatre, Live & Local Cinema. The Tea Room is still going and there are now more volunteers. Great Wyrley Gardens have reported that the football line markings material has included a weed killer and has caused more permanent marking. It was reported that the grass cutting on the field had been carried out close to young children in the Play Area and Great Wyrley will be asked to be more careful. It was reported that it was difficult to cut the grass on the triangle in Common Lane because of vehicles being parked by Long Meadow.

#### 15.133 Communication

Cllr M Nicholas has now set up a Parish Twitter account. To receive any updates, login and search for @Parishgrapevine – click on 'Follow' – this allows you to see the updates.

#### 15.134 Highways and Transport

The Bus Service timetable will be displayed on the Noticeboards. Cllr Williams has asked Highways to attend to the footpaths in Bednall.

#### 15.135 Finance.

The accounts for the year up to 21<sup>st</sup> October were presented. The Investment account is currently £21,021.76. The second instalment of the precept had been received. The Current account balance was £9034.98.

The following cheques were agreed for payment.

Great Wyrley Gardens(Sept 2015)	1298	£ 1001.16
Clerks salary –(less tax)Aug-Sept	1299	£ 128.31
Inland Revenue (PAYE)	1300	£ 85.54
Grant Thornton – Audit fee	1301	£ 360.00
M Callagher –Plants by phone box reimbursement	1302	<u>£ 23.00</u>
	Total	£ 1598.01

Effective Cashbook balance £ 7436.97

A cheque for £200 was received from the Best Kept Village competition and will be paid in shortly.

#### 15.136 Planning:

The following applications are pending consideration

- 15/00873/FUL Meadow View Joyces Lane Bednall  
Rear living room extension
- 15/00854/FUL Acton Trussell Farm Bednall Road Acton Trussell  
Single storey rear extension and new basement  
The Council notes that this further development in the Green belt on a property which has already been extended.
- 15/00805/FUL The Old School House Barn End Road Acton Trussell  
Proposed replacement of contemporary garage with one Detached Dwelling.  
The Council considered this was too cramped on the site and opposite a road junction.
- 15/00587/FUL Pear Tree Cottage Meadow Lane Acton Trussell  
Conversion and extension of redundant stable to form one dwelling including solar panels  
The change to roadway is probably an improvement but opens up the possibility of further development on the plot. Permission was granted for conversion of these stables but no extension should be permitted.

Application for a new premises license for Pillaton Garden Centre & Tea Room, Cannock Road, Pillaton, Penkridge had been received. The application is to sell bottled beers, wines, spirits with food service and special events. The Council had no comment.

15.137 Correspondence.

Staffs County Council – *Mobile & Travelling Library Service*  
South Staffs District Council - *Children & Young people health and well-being programme*  
Penkridge & District First Responders – *Report on progress and fundraising*

15.138 Reports from Councillors

Concern that tree branch at St James Crescent/Top Road is overhanging the road and could be dangerous.

15.139 Date of the next meeting:

**Wednesday 18th November 2015 at 8.00 pm in Acton Trussell Community Centre.**

The meeting was closed at 9.40 pm.

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# **ACTON TRUSSELL, BEDNALL & TEDDESLEY HAY PARISH COUNCIL**

MINUTES OF THE PARISH COUNCIL MEETING HELD ON Wednesday 18<sup>th</sup> November 2015 at 8pm in ACTON TRUSSELL COMMUNITY CENTRE

**Present.** B Golder(Chair), A Parrott, R Howarth, I McKechnie, T Holmes, M Nicholas,  
D Cllr L Bates, 3 members of the public in attendance Clerk D W Wright

## Public Session

Les McDowell reported on the progress of the extension to the Community Centre. Most of the work is now finished but a floor covering is needed to complete. Just down to final snagging now. Possible problem with parking blocking access to playing field and they are preparing to repaint some of the parking bays. Blinds for the windows are being organised to match the chairs. Looking to buy 40 new chairs without arms and some new tables. Curtains and its track and a sound system are needed for the stage. When the building is used for a function it is possible that a heater for the stage will be needed. The formal opening on Friday January 15<sup>th</sup> will be performed by Jeremy LeFroy MP.

*The Council inspected the progress of the work. The Parish Council consider the new windows and the stage are a great improvement.*

The 5 yearly inspection and PAT testing has been completed. Most light fittings are now very old and need renewing.

The British Heart Foundation are prepared to fund the defibrillators. The Mens Society will organise and order on as a trial. If successful, they will do more. More money is still coming in and costs are lower than expected, so more units could be organized. Provision of a unit in Teddesley Hay was discussed and Mr Ken Lees will be approached about a suitable site

15.140 Apologies were received from Cllr T Williams, S Calvert, CCllr D Williams & PCSO A Poxon.

15.141 Declarations of interest: None.

15.142 Minutes.

The minutes of 21<sup>st</sup> October had been previously circulated. The minutes were approved by the Council and signed by the Chairman.

15.143 Matters arising:

a) Cooks Bank. There was no further information about a possible development.

b) Affordable Housing Survey

The questionnaire has now been circulated but no report has yet been received from the Consultant. This will be progressed.

15.144 Police Report. There had been two cases of burglary last month in Acton Trussell, being the theft of cash, Car keys and a mobile phone with an entry through a rear door without damage and a theft of bicycles from a garage. Nothing else to report. There had been some odd happenings in Bednall and Police came out to a report of men in a suspicious white van.

15.145 District Councillors Report

Cllr Bates had been approached about the use of 5 Wattles Lane as a Childrens Home. This was apparently an application for a certificate of lawfulness decided under delegated powers. The Council had agreed that it did not need planning permission and the certificate of lawfulness was granted.

15.146 County Councillors Report. None

15.147 Highways and Transport

Winter is approaching and we should ask for Acton Hill Road to be gritted whilst the A34 is being worked.. There has been a problem in previous years with mis-use of the grit in the bins for private use. Add to website and parish newsletter a comment that this grit is not for private use but for use on the roads.

15.148 Communication



Parish Twitter account. @Parishgrapevine. There has only been small usage so far and only so far putting items which would have been on the Parish Notice board. It is now about 40 pages in length. The notice board has deteriorated and needs replacement. Cllr H0olmes will approach the supplier of the board in Bednall for a price.

#### 15.149 Finance.

The accounts for the year up to 18<sup>th</sup> November were presented. The Investment account is currently £21,022.63. The Current account balance was £7,636.97

The following cheques were agreed for payment.

Great Wyrley Gardens(Oct 2015)	1303	£ 255.80
Clerks salary –(less tax)Nov	1304	£ 128.31
Inland Revenue (PAYE)	1305	£ 85.54
Bayliss & cooke – Community Centre Insurance	1306	£ 2,616.59
Trustees of Old Village Hall- loan repayment	1307	£ 766.00
M Nicholas –BKV sundries	1308	£ 41.32
S Calvert – BKV prizes	1309	<u>£ 40.00</u>
	Total	£ 3,933.56

Effective Cashbook balance £ 3703.41

#### 15.150 Planning:

The following applications are pending consideration

- 15/00948/FUL 12 Hempits Grove Acton Trussell  
Infill existing swimming pool and construct single storey conservatory to side
- 15/00873/FUL Meadow View Joyces Lane Bednall  
Rear living room extension
- 15/00854/FUL Acton Trussell Farm Bednall Road Acton Trussell  
Single storey rear extension and new basement
- 15/00587/FUL Pear Tree Cottage Meadow Lane Acton Trussell  
Conversion and extension of redundant stable to form one dwelling including solar panels

The following applications have been decided.

- 15/00805/FUL Whispering Winds Mill Lane Acton Trussell **Permitted**  
Double garage extension
- 15/00689/LUP 5 Wattles Lane Acton Trussell **Permitted**  
Use as a residential childrens home ( Class C2) for a maximum of 3 children
- 15/00695/FUL The Old School House Barn End Road Acton Trussell **Refused**  
Proposed replacement of contemporary garage with one Detached Dwelling.

#### 15.151 Correspondence.

South Staffs District Council – *The Good Life - South Staffordshire*

#### 15.152 Reports from Councillors

The Post Office Box in Acton Trussell has been repainted.

#### 15.153 Date of the next meeting:

**Wednesday 13th January 2016 at 8.00 pm in Acton Trussell Community Centre.**

This meeting will decide the budget and precept request for 2016/17. The Clerk will prepare and circulate a draft budget for consideration before the meeting

The meeting was closed at 9.30 pm.

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