

ACTON TRUSSELL, BEDNALL & TEDDESLEY HAY PARISH COUNCIL

MINUTES OF THE PARISH COUNCIL MEETING HELD ON Wednesday 16th January 2013
at 8.00pm in ACTON TRUSSELL COMMUNITY CENTRE.

Present: Cllr G Spandler (Chairman), T Williams, J Woodward, K Howell, V Downes
E Round, M Nicholas
District Cllr L Bates In attendance Clerk D W Wright

There were three members of the public present.

Public Session.

Community Focus Group presented the ongoing activities of the group. The Questionnaire had been issued and a number of successful consultation meetings held in Bednall, Teddesley and Acton Trussell. About 100 forms had been returned out of a potential 500, both on line and by hand. Data on businesses in the area has been updated data but still does not capture all the business known to exist. The results from the questionnaire are now being analysed and a draft plan will be issued. The next meeting will be in 2 weeks time and will consider how to consult with businesses.

- 13.01 Apologies: Apologies were received from Cllr B Golder and A Parrott
- 13.02 Declarations of Interest: There were no declarations of interest
The Council resolved to grant dispensation for Financial Interest in the Precept discussions as all Councillors are ratepayers in the Parish.
- 13.03 Minutes.
The minutes of 20th November 2012 had been previously circulated. The minutes were approved by the Council and signed by the Chairman.
- 13.04 Matters arising:
- 12.96. Sign posts. Cllr Parrott had obtained quotations for replacing two fingerposts and repairing a third in timber and for replacing the bench seat in the Bus Shelter at about £580. The Council approved this expenditure. Replacing the metal sign with a wooden sign at the bottom of Cookes Bank will be considered after completion of this work.
The Clerk had written to Rob Whiston commenting on the takeover of the telephone box and suggesting action to obtain insurance. The Clerk will investigate the insurance situation but as the Council does not own the telephone box it is probably unable to obtain insurance for any third party risks. Cllr Downes confirmed that she had provided £1000 towards improvements in Bednall and refurbishment of the telephone box and its surrounding area. Volunteers will be sought for organising Bednall and Acton Trussell entries into the Best Kept Village competition.
- 13.05 District Councillors Report. (Cllr Bates)
Councillor Bates had been in discussion with SSDC and obtained an offer of assistance from the IT department to set up a suitable community website with links for the Churches, Community Groups and the Community Centre. The Council confirmed its agreement to creating a website and made provision in the budget for setup costs.
- 13.06 Finance.
- a) The accounts for the year up to 16th January 2013 were presented. The Investment account is currently £21,428.08. The Current account balance is £8,871.88.

The following cheques were agreed for payment.

Great Wyrley Gardens (Nov-Dec 2012)	1133	£ 464.20
Clerks salary –(less tax)Dec-Jan 2013	1134	£ 256.62
Clerk: Broadband Nov 2009-Dec2012	1134	£ 529.43
Inland Revenue (PAYE)	1135	£ 171.08
Society of L Council Clerks –subscription	1136	£ 100.00
M Nicholas – Reimbursement for windows	1137	£ 2,321.82
E Round- Reimbursement for Focus Group Catering	1138	£ 139.25

Total £3.017.67

Effective Cashbook balance £4,108.48

- b) Precept. The Clerk had circulated a draft budget and precept schedule for 2013/14. The Council reviewed the budget and identified some changes needed including provision for replacement of signs and support for Best Kept Village entries. The planned expenditure could be up to £ 23,000 and the Council decided to use some of the reserve funds and hold the precept demand to the previous sum of £15,500. This budget could cause the reserve funds to fall from £21,000 to about £18,500. The Clerk will update and re-circulate the revised budget.

c) Resolved that Acton Trussell, Bednall with Teddesley Hay Parish Council set a precept demand of £15,500 for 2013/14 and a Grant Funding of £ 1,372.

13.07 Planning:

The following applications are pending consideration.

12/00785/FUL Cannock Chase Trekking Centre Cannock Road Bednall
Single detached dwelling for the equestrian enterprise

12/0784/FUL Cannock Chase Trekking Centre Cannock Road Bednall
Equestrian development including building incorporating 46 stables, covered exercise arena, visitor centre with car parking and change of use of dwelling to grooms accommodation, office and staff mess facilities(major development)

12/00796/COU Plashes Farm, Teddesley Road Acton Trussell
Change of use of part of farmyard for a HGV operating centre for 2 HGV vehicles and 3 trailers (retrospective)

The following applications have been approved.

12/00840/FUL Coppice House Cannock Road Bednall
Erection of a garage

12/00821/FUL Land adjacent Cannock Road Bednall
Single 11kW Gaia wind turbine on 18m mast.

13.08 Highways.

Potholes continue to be a major problem. Recent major flooding across the County has put back all maintenance. There have been a number of accidents on Teddesley Road with vehicles clipping the kerbs. The kerb by Woodbine Cottage which was moved out into the road by heavy lorry traffic cutting the corner has not been repaired yet. Clerk will chase Highways again to take action. The Highways Department is arranging a site visit and meeting to review the encroachment at the top on Common Lane Bednall.

13.09 Community Centre.

Replacement windows in the small room have been obtained and installed Cllr Nicholas. The door may need to be replaced. Fitting full length windows in the main hall may affect the structural stability of the building and have been deferred for further consideration.

13.10 Correspondence.

Staffordshire County Council Icebusters
South Staffs Council – Locality Forums
Ash Dieback identification

13.11 Reports from Councillors

Tree at entrance to Hempits Grove needs pruning at base so that grass may be cut. There is problem with the sewer pipe crossing the land at Plashes Farm. This is contaminating the land and will be a hazard with the lambing season starting. Clerk to write to Severn Trent to try to get corrective action.

Interest in entering the Best Kept Village had been expressed by residents of Bednall. There may also be sufficient interest in Acton Trussell to support entries by both villages.

Date of the next meeting:

Wednesday 20th February 2013 at 8.00 pm at Acton Trussell Community Centre.

The meeting was closed at 10.10 pm.

ACTON TRUSSELL, BEDNALL & TEDDESLEY HAY PARISH COUNCIL

MINUTES OF THE PARISH COUNCIL MEETING HELD ON Wednesday 20th February 2013
at 8.00pm in ACTON TRUSSELL COMMUNITY CENTRE.

Present: Cllr G Spandler (Chairman), K Howell, E Round, M Nicholas, B Golder and A Parrott
District Cllr L Bates In attendance Clerk D W Wright

There were four members of the public present.

Public Session.

Mr Leigh Brookes of SSDC IT department gave a presentation to members of the Parish Council and representatives of the organizations in the Parish about Community websites and explained the various types of websites that could be provided. After discussion, it was agreed to start with a website directly linked to the main SSDC site and with additional pages for the Parish Council and for activities in the area. Information from organizations should be sent to the Clerk, who will act as the co-ordinator for this website and feed information to the SSDC IT department.

Community Focus Group presented the ongoing activities of the group. The Questionnaire return although only a small proportion of those issued was actually considered to be quite good and adequate to show that a formal consultation of the community and interested groups had been carried out. Drafting of chapters of the plan had started and there had been useful liaison with the Community Officer of SSDC. The group want to do consultation with the young people of the Parish and hoped to organize some events on the Recreation Field. It is intended to hold further meetings to provide feedback on the draft plan. The MoatHouse are interested to be included and could provide links into their website. The Art Group intend to provide photos for the plan.. Now trying to produce something for review before the summer holidays.

13.12 Apologies: Apologies were received from Cllr V Downes, T Williams, J Woodward

13.13 Declarations of Interest: There were no declarations of interest
The Councillors have asked to submit completed declarations of Pecuniary and Other Interests in the new format to SSDC

13.14 Minutes.
The minutes of 16th January had been previously circulated. It was noted that these minutes did not reflect the decision that Councillors should be actively involved in the Best Kept Village Entries for both Villages. The minutes were approved by the Council and signed by the Chairman.

13.15 Matters arising:

12.96. Sign posts. Cllr Parrott was thanked for his efforts in organizing the replacement of the wooden finger posts. These are in progress but the bench in the Bus Shelter has already been fitted..

A reply had been received from Rob Whiston commenting on the takeover of the telephone box. The position of ownership of the telephone box is uncertain and Cllr L Bates reiterated that the Parochial Church Council's only involvement had been to provide access to a bank account to allow funds to be received from C Councillor Downes and he did not believe that the PCC had any further responsibility. Concern was expressed by Councillors about Health & Safety issues and Insurance associated with the use of a contractor to refurbish the telephone box.

13.11 Volunteers will be sought for organising Bednall and Acton Trussell entries into the Best Kept Village competition. The Council approved the payment of the entry fees for both villages and the Clerk reported that a nominal sum of £1000 had been included in the budget for support of the competition and related activities in the villages. Cllr Malcolm Nicholas and Carol Baker will act as contact points. It was agreed to fund a poster competition in the School and information will be included in the next issue of Church magazine.

The tree at corner of Hempits Grove has been trimmed at its base to allow cutting of grass. Speed Gun. This is currently not being used and an organiser and more volunteers are required.

13.16 District Councillors Report. (Cllr Bates)
Councillor Bates had been in discussion with SSDC and arranged the earlier presentation from the IT department about the set up a suitable community website with links for the Churches, Community Groups and the Community Centre.

13.17 Finance.

- a) The accounts for the year up to 20th February 2013 were presented. The Investment account is currently £21,428.96. The Current account balance is £4889.48. The financial report has been restructured to show the retained instalments for the repayment to the Trustees of the Old Village Hall as an allocated reserve item.

The following cheques were agreed for payment.

Great Wyrley Gardens (Jan 2013)	1139	£ 232.10
Clerks salary –(less tax)Feb 2013	1140	£ 128.31
Inland Revenue (PAYE)	1141	£ 85.54
Community Centre –Focus Group rent	1142	<u>£ 54.00</u>
	Total	£ 499.95

Effective Cashbook balance £4,374.53

13.18 Planning:

The following applications are pending consideration.

13/00063/FUL Teddesley Home Farm, Teddesley Park Penkridge
Erection of six dwellings in lieu of approved garages and modification to approved parking layout.
This is green belt land and although the development is not visible the Council will object.

The following applications have been approved.

12/0784/FUL Cannock Chase Trekking Centre Cannock Road Bednall
Equestrian development including building incorporating 46 stables, covered exercise arena, visitor centre with car parking and change of use of dwelling to grooms accommodation, office and staff mess facilities(major development)

12/00796/COU Plashes Farm, Teddesley Road Acton Trussell
Change of use of part of farmyard for a HGV operating centre for 2 HGV vehicles and 3 trailers (retrospective)

13/00021/FUL Orange PCS Communication Station Chaseside Farm Cannock Road
Upgrade of existing base station installation

13.19 Highways.

Potholes continue to be a major problem, particularly on Acton Hill Road. The Highways Department had responded promptly to regrit the road after severe icing. A salt box has been requested for the end of Joyces Lane Bednall. The footpaths in Acton Trussell and Bednall are now in a poor state and the clerk will write to Highways to try to get them repaired.

13.20 Community Centre.

The payment of annual sums to reimburse the Trustees of the Old Village hall is suspended. It was noted that the Community Centre may have made payments instead of the Parish Council and this will be checked. Cllr Round will review the documents relating to the Old Village Hall Trust and Trustees and try to establish what could be done to avoid future difficulties. Proposed that Cllr E Round be put forward for the Community Centre committee to replace Cllr B Golder.

13.21 Correspondence.

Staffordshire County Council Footpaths – requests for grant applications
Community Council – Recycling- They are now agents for European Textile Recycling and will make a presentation at the next Council meeting.
Cannock Chase AONB – Committee meeting 20th March

Date of the next meeting:

Tuesday 19th March 2013 at 7.30 pm at All Saints School, Bednall.

The meeting was closed at 10.10 pm.

ACTON TRUSSELL, BEDNALL & TEDDESLEY HAY PARISH COUNCIL

MINUTES OF THE PARISH COUNCIL MEETING HELD ON Tuesday 19th March 2013
at 7.30pm in All Saints School, BEDNALL.

Present: Cllr T Williams (Chairman), K Howell, E Round, M Nicholas, B Golder, V Downes
J Woodward and A Parrott In attendance Clerk D W Wright

There were no members of the public present.

Public Session.

Chris Welch of the Staffordshire Community Council gave a presentation on the community recycling scheme being promoted by the Community Council on behalf of European Textiles Limited. A container is provided for good recyclable clothing and collected material is paid for by weight. A proportion is paid to the Community Council but the 90% of the income is paid to the Parish Council for community purposes. So far Colwich have been operating the system and have received significant income. A suitable location is required which can be accessed by a service vehicle. Once the container is full, it will be collected and payment made. He also explained about the Community bulk purchase scheme for oil and the forthcoming Government schemes for energy improvement measures.

- 13.23 Apologies: Apologies were received from Cllr G Spandler and DCllr L Bates,
- 13.24 Declarations of Interest: There were no declarations of interest
Membership of the Bednall email contact list was not seen as a declarable interest.
However Cllrs Downes, Golder and Howell identified it just in case and noted its usefulness in rapid communication. Cllr Round & Downes were asked to submit completed declarations of Pecuniary and Other Interests in the new format to SSDC.
- 13.25 Minutes.
The minutes of 20th February had been previously circulated. The minutes were approved by the Council and signed by the Cllr T Williams as Chairman of the meeting.

- 13.26 Matters arising:

Website.

Several of the organizations in the parish and the two churches had submitted material for the proposed website. This material and information on the Parish Council and an overall design suggestion have been sent to SSDC IT department to prepare a draft proposal for consideration. It is proposed to incorporate a logo based on the Chairman's badge which includes images for all three parts of the parish, being an Oak tree for Acton, a stag for Bednall and a deer and hay rake for Teddesley.

The Focus group submitted a brief summary of current progress. They hope soon to meet with the “farming community” as about 95% of the Parish is farmland.

- 13.11 Best Kept village. Acton Trussell and Bednall entered into the Best Kept Village competition. A flyer will be included in the Parish Magazine calling for volunteers.

- 13.15. Sign posts. Cllr Parrott was thanked for his efforts in organizing the replacement of the wooden finger posts. These have been painted white and are an enhancement to the Parish. A member of the Focus Group is to relook at the reviving use of the SpeedGun which is currently in storage.

Working parties are being organised for the telephone box in Bednall and some suggested landscaping in the area has been proposed. The area would benefit from tidying up but ownership of some of this land is undefined. A constitution has been produced for the Friends of Bednall which should resolve some of the doubts about actual ownership and liabilities associated with the Telephone box. The Council is concerned about suggested plans to remove the paint on the box by abrasive means because of the probability of lead bearing paints being present and possible H&S risks to personnel and the local environment. The state of the Bednall notice board and its supports will be reviewed. Although relocation was discussed, no better site has been identified. The telephone box in Acton Trussell will be repainted by BT after March as part of the 2013 schedule at no cost to the Parish Council.

- 13.19 Footpaths. The footpaths in Acton Trussell and Bednall are in poor state and constitute a trip hazard. Clerk to raise matter again with Highways.

13.27 County Councillors Report. (Cllr V Downes)

She had contacted the Police superintendent about the policing in the area but it is likely to change with a new structure from 1st April with support being mainly provided by a PCSO and one sergeant for the whole of Locality 1. Gypsy parking at Acton Gate is a County Highways responsibility and they are still waiting for an injunction to be able to disperse the camp. The Council precept is the lowest of any English County. Job creation is going well with I54 and Land Rover now opening a new section. There is however a problem of transport to these opportunities from areas of high unemployment. Fostering has achieved outstanding results but there are still problem with the fostering of 10 -18 year olds. County Supplies only serve school meals to those schools who select it and academies are able to choose alternatives. It has now joined with Capita for School support services and this joint venture should help preserve jobs.

13.28 Finance.

- a) The accounts for the year up to 19th March 2013 were presented. The Investment account is currently £21,429.93. The Current account balance is £4389.53. The following cheques were agreed for payment.

Great Wyrley Gardens (Feb 2013)	1143	£ 232.10
Clerks salary –(less tax)Mar 2013	1144	£ 128.31
Inland Revenue (PAYE)	1145	£ 85.54
All Saints School Bednall – hire	1146	<u>£ 15.00</u>
	Total	£ 460.95

Effective Cashbook balance £3,913.58

13.29 Planning:

The following applications are pending consideration.

13/00198/FUL 5 Kenderdine Close, Bednall. Balcony to Rear

13/00165/FUL Springslade Lodge Camp Broadhurst Green Cannock
Part demolition of sheds and replacement and modifications to provide garages, workshops, office and stables.

13/00063/FUL Teddesley Home Farm, Teddesley Park Penkridge
Erection of six dwellings in lieu of approved garages and modification to approved parking layout.

13.30 Highways.

Potholes continue to be a major problem, particularly on Acton Hill Road. The Highways Department had responded promptly to re-grit the road after severe icing. Both Wattles Lane and Stych Lane need to be rebuilt.

13.31 Community Centre.

Future enlarged windows for the main hall have been discussed with an architect. The windows are linked by lintels at the top so it should be possible have long windows in the main hall. Fitting of the replacement windows will commence once the weather has improved

13.32 Recreation Field. The field has been rolled.

13.33 Correspondence.

South Staffordshire Community Safety Partnership

Locality 1 Crime & Anti-social behaviour figures-Feb 2013

Staffordshire County Council Supported lodgings

13.34 Matters raised by Councillors

Need to try to encourage more community spirit in Acton Trussell. An issue of the Green paper in the Church magazine should be produced to report the activities of the Council.

Date of the next meeting:

Wednesday 17th April 2013 at 8.00 pm at Acton Trussell Community Centre.

The meeting was closed at 9.50 pm.

ACTON TRUSSELL, BEDNALL & TEDDESLEY HAY PARISH COUNCIL

MINUTES OF THE PARISH COUNCIL MEETING HELD ON Monday 17th April 2013
at 8.00pm in Acton Trussell Community Centre.

Present: Cllr G Spandler (Chairman) T Williams, K Howell, E Round, B Golder, V Downes
J Woodward DCllr L Bates In attendance Clerk D W Wright

There were five members of the public present.

Public Session.

The Focus Group reported on progress. They hope soon to meet with the "farming community" and to consult with the younger generation. A meeting had been held with Chris Lewis of the Moat House who was keen to encourage the local residents. A preliminary draft of the NAATH Plan Version 1 had been prepared but will now start again to restructure the document. This document arises out of the results of the questionnaire and will cover History & Heritage, Infrastructure etc. There will be a new draft in the Summer, circulation for comment in the Autumn and a Final issue in the Winter.

The Clerk read a brief report from the Friends of Bednall, which reported on the adoption of a formal constitution based on a standard Small Charity and the plans for the Telephone box and general activities. A bank account was still being organised. A copy of the constitution had been forwarded to the Council and circulated to everyone on the email list.

13.35 Apologies: Apologies were received from Cllr M Nicholas and A Parrott.

13.36 Declarations of Interest:

Membership of the Bednall email contact list and 'Friends of Bednall' was discussed. Becoming a 'Friend' was not a requirement of being on the email list. The Clerk explained that it was basically personal prejudicial interests that needed to be considered and that a general interest shared by many was not particularly prejudicial. Where a number of Councillors had an interest, it was possible for the Council to grant a dispensation so that the Councillors could properly represent a group interest. Cllr Howell, Golder and Downes declared that they were members of the email list.

13.37 Minutes.

The minutes of 19th March had been previously circulated. The minutes were approved by the Council and signed by the Cllr G Spandler as Chairman of the meeting.

13.38 Matters arising:

13.26 Website. The Clerk showed a presentation of the current state of the draft website prepared by the District Council. This was now attached to the main SSDC website and could be viewed. Information supplied by the Clubs and Churches had been added and more information on the council's operation and documents was being prepared. Over the next three months more information would be added and the Website would be improved but it basically needed comment and input from the public to shape it. This is an 'Aunt Sally' and changes or a separate website could be considered in the future.

13.11 Best Kept village. Acton Trussell and Bednall were both entered into the Best Kept Village competition. There had been a limited response to a flyer included in the Parish Magazine calling for volunteers. Noticeboards in Bednall and Acton Trussell were being tidied up. First Judging visit will be in early May. The Council agreed to provide prizes for posters competition in the schools. The school in Dunston provide posters for Acton Trussell and Bednall School provides for Bednall. The area around the telephone box in Bednall had been tidied and the posts replaced for the notice board. Cllr Nicholas was proposing to refurbish the boards in Acton Trussell. Jane Law had offered to look after the Bus Shelter.

Following the refurbishment and replacement of the wooden fingerposts, replacement of the gateposts to the Memorial garden by the Church in Bednall was discussed. It was agreed to use treated softwood rather than Oak.

Community Recycling. Still need to agree location for bins. Access to the roadway is required for placing and removal of the bins but only for a small vehicle not a skip lorry.

13.34 Green paper. Cllr G Spandler agreed to do this if material to go in can be provided Cllr Round will prepare a paper on improving communication. Information on the Focus Group, Friends of Bednall, BKV and the website could be included.

13.39 District Councillors Report

Cllr Bates noted that grass cutting of verges had been requested by residents of Ivy Court and Trussell Close. Trimming around the Telephone box was also required.

Stafford Hospital had been placed into administration and reduction in services had been proposed. The parish council was asked to contact the Chief Officer for Clinical Commissioning to arrange a meeting for residents to express their opinions and concerns.

13.40 County Councillors Report. (Cllr V Downes)

She reported that this was her last meeting as County Councillor.. Gypsy parking at Acton Gate is a County Highways responsibility although initially SSDC thought it was theirs. Plans for a more rapid response in future are being prepared.

13.41 Finance.

- a) The statement of accounts for 2012-2013 was presented and approved by the Council
- b) The accounts for the year up to 17th April 2013 were presented. The Investment account is currently £21,430.75. The Current account balance is £3945.58. The first instalment of the precept will be received later this month

The following cheques were agreed for payment.

Great Wyrley Gardens (Mar 2013)	1147	£ 232.10
Grass cutting and trees in Hempits Grove		
Clerks salary –(less tax)Apr 2013	1148	£ 128.31
Inland Revenue (PAYE)	1149	£ 85.54
RE Ward – Signposts and bench	1150	£ 874.20
Community Centre hire- Focus Group	1146	<u>£ 16.00</u>
	Total	£ 1852.15

Effective Cashbook balance £2,063.43

13.42 Planning:

The following applications are pending consideration.

13/00301/COU Parkgate Lodge, Teddesley Road Acton Trussell.

Change of use of detached garage to granny annexe.

The Council had only been sent notification and not hard copies of the plans. The clerk will request plans and determine why they are not being supplied. The Council had originally objected to the planning application for this garage and had commented on its style of construction was obviously to suit a later change of use.

The following applications have been approved

13/00165/FUL Springslade Lodge Camp Broadhurst Green Cannock

Part demolition of sheds and replacement and modifications to provide garages, workshops, office and stables

The following applications have been refused.

13/00063/FUL Teddesley Home Farm, Teddesley Park Penkridge

Erection of six dwellings in lieu of approved garages and modification to approved parking layout.

13/00198/FUL 5 Kenderdine Close, Bednall. Balcony to Rear

13.43 Highways.

Potholes continue to be a major problem, particularly on Acton Hill Road. The Highways Department is patching Wattles Lane. Large lorries continue to travel through Bednall and are damaging the verges..

13.44 Community Centre.

Investigate if the carpark could house a recycling bin. Grass cutting needs now also to include the bank outside Cllr Downes house in Bednall.

13.45 Correspondence.

Staffordshire Parish Council Association
Staffordshire County Council

Newsletter
Footpaths- request for grants

13.46 Matters raised by Councillors

Dog Litter bins will be provided and placed on footpaths in Bednall and Acton Trussell. Sites had been agreed, by the Church and by the telephone box and would soon be installed.

Councillor Downes advised that she was resigning from the Parish Council. A casual vacancy in Bednall Ward will now be declared. If no request for a by-election is made, then the Council will fill the vacancy by co-option. There were a number of potential co-optees for the last vacancy but the Clerk will also try to encourage applicants from Bednall or Teddesley Hay to help maintain a good balance of representation.

Date of the next meeting:

Wednesday 15th May 2013 at 8.00 pm at Acton Trussell Community Centre.

This will be the Annual Parish Council Meeting and will follow immediately after the Annual Parish Assembly.

The meeting was closed at 10.07 pm.

ACTON TRUSSELL, BEDNALL & TEDDESLEY HAY PARISH COUNCIL

MINUTES OF THE ANNUAL PARISH COUNCIL MEETING HELD ON Wednesday 15th May 2013
at 9.00 pm in ACTON TRUSSELL COMMUNITY CENTRE following the Annual Parish Assembly

Present: T Williams Chairman, J Woodward, E Round, M Nicholas, B Golder, A Parrott
District Cllr L Bates. In attendance Clerk D W Wright

There were six members of the public present

Cllr Williams thanked the outgoing Chairman, Graham Spandler, for all his work for the Parish Council over the last 12 months.

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.

13.47 Apologies: Apologies were received from Cllr G Spandler.

13.48 Declarations of Interest: None

13.49 Casual Vacancy

Following the resignation of Councillor V Downes and K Howell after the last meeting, two casual vacancies had been formally declared for the Bednall and Teddesley Hay Ward. As no request had been made for a by-election, the Council proceeded to fill the vacancies by co-option. The vacancies had been widely circulated, particularly in Bednall and Teddesley Hay to encourage applicants to help maintain a good spread of representation on the Council.

The Council had received three applications for consideration and invited those present to introduce themselves. After an extended private discussion, because all candidates were considered very good, the Council agreed to select the two candidates who were both long term residents of Bednall. Trevor Holmes and Roger Howarth were duly co-opted as Councillors to serve for the remainder of the 4 year term of the parish council.

13.50 Minutes.

The minutes of 17th April 2013 had been previously circulated. The minutes were approved by the Council and signed by the Chairman.

13.51 Matters arising:

13.34. Green Paper. Cllr Round asked that the Council promote communication and showed a draft example. Advertising on the rear of the A4 sheet could be considered.

13.11 Best Kept Village. In Bednall this is now going well and the area round the Telephone box has been tidied up. Proposals for planters and flower beds have been made and the team has been reminded that the Council has earmarked money in the budget to support the Best Kept Village activities. Similarly it is also going well in Acton Trussell with attractive signs now displayed and there is great enthusiasm. Posters for Acton Trussell will also be provided by Bednall School for both villages. The first judging visit has already taken place.

Focus Group. The Clerk summarised a report from the Focus Group. The Focus group is progressing well with the plan and analysing the questionnaires. A meeting with the farming community is planned. Discussions with local children highlighted requirements for playground facilities and street lighting. Perhaps consider the provision of a play area in the corner of the recreation field.

13.52 District and County Councillors Report. See annual assembly.

13.53 Finance.

a)

The accounts for the year up to 15th May were presented. The Investment account is currently £21,431.60 The Current account balance is £10,499.43. The first instalments of the precept (£7,750) and the rate support grant (£686) had been received..

The following cheques were agreed for payment.

Great Wyrley Gardens(Apr2013)	1152	£ 949.53
Clerks salary –(less tax)May 2013	1153	£ 128.31
Inland Revenue (PAYE)	1154	£ 85.54
R E Ward Gateposts –Bednall	1155	£ 192.00
Staffordshire Parish Councils Association	1156	£ 336.00
Aon Insurance	1157	£ 682.65
M Nicholas – Best kept Village costs	1158	<u>£ 368.24</u>

Total £ 2,742.27

Effective Cashbook balance £7,757.16

b) 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. The notice of availability of the accounts is on display and electors may view the accounts by appointment.

13.54 Planning:

The following applications have been submitted

13/00315/FUL Land at St James Crescent Acton Trussell,
New dwelling.

13/00359/FUL Chaseside Farm Bednall Stafford ST17 0SG
Proposed extension and alterations including raising roof pitch and living accommodation in roof space

Increased building is bringing problems with drainage in Bednall and road traffic is also damaging the existing drains.

13.55 Community Centre.

All the windows in the small room have been replaced and a door may be replaced using a cheap offer.

13.56 Highways

There had been a problem with parking of vehicles in Hempits Grove obstructing vision at the entrance. Highways agree about the problem and propose to put in double yellow lines.

Potholes continue to be a problem in the parish as elsewhere. Reporting through the Highways system does produce results but potholes are appearing as fast as they can be patched.

13.57 Correspondence.

None.

13.58 Reports from Councillors.

Cllr Golder reported on the Neighbourhood watch system which is being very effective and is helped by the use of the e-mail system.

Cllr Round advised that there was now a Facebook page for the Parish and this will be included in the Parish Magazine.

13.59 Date of the next meeting:

Wednesday 19th June 2013 at 7.30 pm in Acton Trussell Community Centre.

The public session will include a presentation by the Head of the Clinical Commissioning Group and provide an opportunity for comment of the published proposals from the Trust Special Administrator for Mid Staffordshire Foundation Trust for Stafford Hospital.

The meeting was closed at 10.05 pm.

ACTON TRUSSELL, BEDNALL & TEDDESLEY HAY PARISH

MINUTES OF THE ANNUAL PARISH ASSEMBLY

**Wednesday 15th May 2013 at 8.00 pm in
ACTON TRUSSELL COMMUNITY CENTRE**

Present: T Williams Vice Chairman, A Parrot, M Nicholas, E Round J Woodward , B Golder,
In attendance Clerk D W Wright

There were six members of the public present and District Councillor L Bates

1. Apologies were received from Cllr G Spandler,

2. Chairman's Report

The Vice Chairman reported on the previous year and thanked the Councillors for their excellent support during the last twelve months. We particularly thank Veronica Downes and Keith Howell who have retired following many years of stalwart service to the community.

Although we send many letters to local authorities, we do not often get acknowledgment and it is only due our County Councillor that we have had action on occasion.. The problem of the splay at the top of Common Lane in Bednall which has partially been taken over by an adjacent resident still continues. This has been brought to the attention of Highways at the County Council every few months. But although we have replies each time promising action, nothing happens. The same with Brocton Cross Roads.

Heavy vehicle traffic continues to be a problem in Bednall and it is now coming through Acton Trussell

We did try to increase interest in the Best Kept Village Competition without much success last year but this year is much more promising with entries from both Bednall and Acton Trussell and the Council has made funds available to support this effort..

A focus group has now been established to look at what our local people want by means of a questionnaire (Your Community) . A community group ' Friends of Bednall' have been formed and are actively trying to improve that village.

The jubilee celebrations went well with the issue of commemorative coins to more than 50 children in the parish, several large events in Bednall and a street party in Acton Trussell.

We have already had considerable interest shown for this.

The councillors have all agreed to keep the precept (the amount taken in the council tax for the parish) down to the same as last year of £ 15,500. Much of this is used cut grass and trim hedges throughout the year and additional areas have been added to the list.

A great deal of effort was put into establishing a Speedwatch group in Acton Trussell including provision of a Speedgun and training of volunteers. But those running it have become demoralized and dropped out because of the need to be very visible and to put up warning signs has meant no speeding culprits have actually been caught.

3. Minutes.

The minutes of the last Parish Assembly held on 16th May 2012 were read out by the Clerk. The Council unanimously thanked the Chairman for his great efforts.

4. Finance.

The Clerk presented the accounts for 2012/13 and summarised the income and expenditure. The Parish Councils reserves increased slightly in the year. The accounts will be submitted for external audit after this meeting but are available for any member of the parish to consult.

5. District Councillors Report

The establishment of a Community plan involving all residents and trying to set out a strategy for the future has progressed very well The District Council is now assisting with the implementation of a website for the Parish Council which includes data for other organizations in the Parish. Grass cutting has been extended to Alsop Crest and will include Trussell Court and Ivy Close. This largely restores the grass cutting programme

back to the previous contract extent. A proposal had been made to invite a retired Highways engineer to discuss Brocton Cross Roads.

6. County Councillors Report
Mark Sutton has been elected to replace Veronica Downes as our County Councillor. The ward boundary changes mean that Acton TRussell forms part of the Brewwood divioson rather than Penkridge.
7. Community Centre.
The Community Centre is running well with bookings holding up well. The windows in the small room have been replaced. It is still planned to increase the size of some of the windows in the main hall which will improve the appearance dramatically.
8. Bednall School.
The school has had one of its best years and is classed as Good by OFSTED. It is 30% oversubscribed and 70% of the pupils are from Acton Trussell or Bednall.. The school is now considering how to improve further and get to Outstanding but it is hampered by facilities problems like lack of a Sports field.
9. Village Groups.
Sue Calvert gave a summary of the work of the Community Focus Group. This has met several times and organised consultation meetings in both villages and now intends to meet with the youth of the parish and with Farmers. Now on Version 2 of the Draft which has been completed following receipt of the questionnaires but it will be redrafted. Next will be the development of the Action Plan which will be submitted for comment by the Council and others. They have involved the Art group who will do the art work and the Photographic Group has been out taking photographs. Hope to look at walking the footpaths in the parish and consider 'Beating the bounds' around the parish.
Councillor bates thanked the Group for the tremendous effort carried out and noted the Major progress since last year.

The meeting closed at 9.00pm and was followed by the Annual Parish Council Meeting

ACTON TRUSSELL, BEDNALL & TEDDESLEY HAY PARISH COUNCIL

MINUTES OF THE ANNUAL PARISH COUNCIL MEETING HELD ON Wednesday 17th July 2013
at 8.00 pm in ACTON TRUSSELL COMMUNITY CENTRE

Present: T Williams Chairman, E Round, M Nicholas, B Golder, A Parrot, T Holmes, R Howarth
In attendance Clerk D W Wright

There were four members of the public present

Public session

Simon Hake gave a summary of the work of the Community Focus Group. Progress had been hampered by holidays but in the 6 weeks since the last meeting, they had accumulated comments on the draft. A sub group had been appointed to work on the comments. Elena will draft a section on young people. Photographs had been obtained of Bednall and Acton Trussell but still trying to get coverage of Teddesley Hay. Now want to work on a schematic map of the Parish. They still need a more comprehensive list of the businesses in the Parish. Consultations had identified the need for a play area and Cllr Bates has taken this up with District Council. A further meeting will be held in September with the youth of the parish. The Group will convene a consultation meeting in the Autumn and hope to publish in the early part of next year. A copy of the BATTH Focus Group July minutes will be circulated to Councillors

13.76 Apologies: Cllr. G Spandler, J Woodward and District Cllr L Bates

13.77 Declarations of Interest: Cllr Williams. None

13.78 Minutes.

The minutes of 19th July 2013 had been previously circulated. It was noted that the minutes had omitted the proposal to arrange for the local police to attend a meeting as suggested by Councillor Bates. The minutes were approved by the Council and signed by the Chairman.

13.79 Matters arising:

13.63 SpeedWatch. No immediate action but will now talk with the volunteer and Cllr Bates has spoken to police.

13.66 Bednall drains. The drains have been cleared.

Community Centre. Still need to arrange contractors for external painting.

Best Kept Village. Bednall has done a really excellent job. Acton Trussell has done well and everyone has started to support. Appreciation of the work of Cllr Nicholas was expressed. The final judging visit will take place this week

13.64 Play Area. A response had been received from the SSDC Officers. This gives list of possible suppliers and sources of grants. Possible areas at the recreation field had been considered but a site by Wattles Lane seemed less suitable than adjacent to the Hall. A gated compound was thought necessary. Clerk to obtain brochures and investigate insurance coverage for a play area with equipment

Old Village Hall Trust. Cllr Round had collected all documents from Les McDowell and her analysis was reaching a conclusion. A report will be submitted at the next meeting.

13.80 District Councillors Report.
No report.

13.81 County Councillor.
No report

13.82 Finance.

a)

The accounts for the year up to 17th July were presented. The Investment account is currently £21,433.42 The Current account balance is £5,983.70. The accounts have now been submitted to external audit with Grant Thornton, who have replaced The Audit Commission as auditors.

The following cheques were agreed for payment. The charge for village maintenance now includes grass cutting at Trussell Close.

Great Wyrley Gardens(June2013)	1165	£ 961.53
Clerks salary –(less tax)July 2013	1166	£ 128.31
Inland Revenue (PAYE)	1167	£ 85.54
Audit fee. D Walker	1168	£ 90.00
Best kept Village –M Nichols	1169	<u>£ 76.74</u>

Total £ 1,342.12

Effective Cashbook balance £4,641.58

13.83 Planning:

The following applications have been submitted

13/00539/FUL 6 Richards Court, Bednall.
Link extension to existing barn units.

The Council felt that as long as the development complied with applicable regulations it would be acceptable but it was still necessary to keep the character of the barn.

The Planning Inspector's report on the appeals at Coppice Farm, Cannock Road, Bednall, was circulated.

Information on the planned housing development at Ash Flats which adjoins the parish and the planned widening of M6 from Jn 10a-Jn 13 were circulated.

13.84 Community Centre.

At the last meeting of the Management Committee, costs for planned development were presented. A cost of £10,000 for 4 new windows in the Hall and for 2 windows and a stage extension £46,000 exclusive of VAT. The small meeting room will be revamped with a new colour scheme.. After the Council meeting, Councillors inspected the changing rooms and storage areas.

As objections to the proposed name have been dropped it should now be possible to arrange a new sign for the Community centre and this could be linked into the Website. There is a new enthusiasm and energy in the Community Centre committee and it is intended to have a coffee morning to see what people want from the centre as there is a need to consult. Now looking for grants for the proposed work.

13.85 Highways

Potholes are being filled but the filling is coming out again.

13.86 Correspondence.

Staffordshire Police; Crime and disorder statistics.

13.87 Reports from Councillors.

Cllr Round noted that next year was the 100th Anniversary of the 1st World War and suggested that the Council should do something to commemorate this. Some expenditure for this will be included in the budget for next year.

Noted that a branch on a tree at corner of St James Crescent and Top Lane is overhanging the road and appears dead, so could fall on passengers at Bus stop. Contact Highways as tree is probably in the verge rather than on someone's land.

Noted that tractors are travelled at high speed along Joyce's Lane and there are skid marks on the road. This is probably contractors working on Hay and Silage. Check what the speed limit is in Joyce's Lane and see if we can have repeater signs into Bednall.

Speeds are too high on Teddesley Road and bends restrict the width for oncoming vehicles. Could we have 'SLOW' painted on the road by 'Long Meadow'

13.88 Date of the next meeting:

Wednesday 18th September 2013 at 8.00 pm in Acton Trussell Community Centre.

The meeting was closed at 9.34 pm.

ACTON TRUSSELL, BEDNALL & TEDDESLEY HAY PARISH COUNCIL

MINUTES OF THE ANNUAL PARISH COUNCIL MEETING HELD ON Wednesday 19th June 2013
at 8.00 pm in ACTON TRUSSELL COMMUNITY CENTRE

Present: T Williams Chairman, J Woodward, E Round, M Nicholas, B Golder, A Parrott, T Holmes
G Spandler.

District Cllr L Bates.

In attendance Clerk D W Wright

There were ten members of the public present

Public session

A short presentation was given by Andrew Donnell, Chief Officer the Clinical Commissioning Group. Mr Donnell which manages a budget of £304 million for services for Stafford and Cannock explained the functions of the group which places contracts for Doctors services and hospital treatment. It has a staff of 156 in Stafford and 150 in Cannock. The group is linked to the various doctor group practises. Of which 14 are in Stafford. It started up in April 2012 and has spent the last 12 months working to clarify organisation so that they are ready to take responsibility for managing the new method of organising health care. The group already has financial problems as the funds are not sufficient for planned expenditure. The Government allocation does not take account properly of the elderly population of Stafford and the allocation is about £5 million short for Stafford and £15 million for Cannock. Admissions to hospital are twice the national average and really need different services to prevent people needing to be admitted. The Clinical commissioning Group are one of the consultees for the Special Administrators for Stafford Hospital but the expected report due on this day had been postponed by about a month, Mr Donnell then answered questions from the public about future services, out of hours doctors, Accident and Emergency services. Things that has been implemented to reduce the demand on hospital admissions and in community services and perceived problems were discussed. He explained that Stafford Hospital is not closing but does need to provide as many local services as possible for local people. However it has to be safe and affordable. Problems with providing A&E are really about safety because of insufficient doctors to provide complete coverage, Unfortunately doctors are not going into A&E medicine and there is a national shortage. Stafford Hospital history makes it difficult to recruit the doctors needed.

Mr Donnell explained that they are keen to meet the community and get feedback and he attends many public meetings. He suggested that he could come back for a further session when the Special Administrators report on the proposals for Stafford Hospital is published and public comments are being sought. The main Council meeting then commenced at 8.30 pm

There no questions raised by the public.

13.60 Apologies: Apologies were received from Cllr. R Howarth

13.61 Declarations of Interest: Cllr Williams. Planning application for Grain store at Ivy House Farm. 13/00474/AGR

13.62 Minutes.

The minutes of 15th May 2013 had been previously circulated. The minutes were approved by the Council and signed by the Chairman.

13.63 Matters arising:

13.34. Green Paper. Cllr Round advised that the paper had been circulated with the Parish magazine.

13.11

SpeedWatch. One person has been in touch about joining a group. We will try to get more as 10~12 are needed for group training.

Best Kept Village. In Bednall planters and shrubs and flowers have been purchased. Flower beds have been dug and planted. Tremendous effort has been made and the village is looking attractive. Acton Trussell has largely completed its work and there has been a lot of interest from villagers which promises well for next year when more people will be able to be involved from the start. The telephone box in Acton Trussell has been painted. Expenditure is roughly the same for both villages and will be end up at about £100 total in accordance with the budget. There has been a pleasing improvement in the appearance of the villages and the increased community involvement.

Focus Group. The Focus group is progressing well with the plan and analysing the questionnaires. Next meeting 3rd July to go through the amendments to the draft report. It was felt that they were not identifying all the businesses in the parish but a meeting with the farming community is planned.

13.64 Community Development.

The surveys of the youth in the parish has identified a need for more play facilities but the absence of a pavement and street lighting leading up to the Community Centre was seen as a disadvantage. The age range at the moment seems to be up to 9 years but there is interest in a skate park.

Additional facilities will be investigated with the South Staffordshire Council Leisure Department about play equipment. Funding might be available from landfill site payments.

13.65 Website and communications

Cllr Bates proposed a working group with himself, Les McDowell and Roger Howarth to discuss how to move the website forward.

It was agreed that the Green Paper should be published every 3 months and include details of the councillors.

13.66 Bednall Drains

It was reported that some of the drains are blocked and are not being properly cleaned. Water is not being captured by the drains and is running off into the fields. There is a need to attend to some of the land drains. The County Councillor has said that he will take an interest.

13.67 District Councillors Report.

Cllr Bates had attended the planning appeal against developments at Coppice Farm, Cannock Road. The majority of the appeal applications were dismissed except for a few portable shelters. Work had commenced without planning permission. A report from the Government inspector is awaited.

There will be a Rural Summit on 28th June and a Locality Member Forum on 3rd July at Codsall. He would like the council to attend these events.

13.68 County Councillor.

The clerk had invited the wrong county councillor as Acton Trussell has remained as part of the Penkridge Ward whereas Dunston is now part of Brewwood Ward. Cllr David J Williams has been invited to future meetings.

13.69 Finance.

a)

The accounts for the year up to 19th June were presented. The Investment account is currently £21,432.48 The Current account balance is £7,757.16.

The following cheques were agreed for payment.

Great Wyrley Gardens(May2013)	1159	£ 949.53
Clerks salary –(less tax)June 2013	1160	£ 128.31
Inland Revenue (PAYE)	1161	£ 85.54
Best kept Village –Carole Baker	1162	£ 466.70
Best kept Village –M Nichols	1163	£ 126.80
Green paper- printing-P B ates	1164	<u>£ 368.24</u>
	Total	£ 1,773.46

Effective Cashbook balance £5,983.70

13.70 Planning:

The following applications have been submitted

13/00491/FUL 5 Moathouse Close, Acton Trussell.
Conservatory to rear of house.

The Council had no comment on this application
13/00474/AGR Ivy House Farm Wattles Lane Acton Trussell
Grain Store

The following applications are being considered
13/00315/FUL Land at St James Crescent Acton Trussell,
New dwelling.
13/00359/FUL Chaseside Farm Bednall Stafford ST17 0SG
Proposed extension and alterations including raising roof pitch and living

13.71 Community Centre.

All the windows in the small room have been replaced but the cheap door was not suitable. The external woodwork paint has deteriorated and needs to be repainted before the winter. Quotations for the painting will be obtained. Modifying the windows in the large hall to give visibility over Cannock Chase is likely to improve the letting of the hall. These windows would be about 1.5 time present height. The management committee is now much stronger and would like to reconsider modifying the end of the hall to provide storage and a stage area.

The recreation field has been mown with the grass collection boxes fitted and looks much better. Trussell Close has been added to the grass cutting schedule but the request to cut Ivy Court has not been implemented. However, the contractor was waylaid and the work actually carried out.

13.72 Highways

C Cllr Williams has noted the problems of roads and drains in Bednall and will progress them with the Highways Department at his regular meetings.

13.73 Correspondence.

Cannock Chase AONB Partnership Cattle introduction on the Chase.

The council expressed concern about a possible problem with TB in cattle and danger to the public walking in the area.

Staffordshire Police; Crime and disorder statistics.

13.74 Reports from Councillors.

Cllr Round advised that she had been reviewing the arrangements for the Old Village Hall Trust and would report at the next meeting..

13.75 Date of the next meeting:

Wednesday 17th July 2013 at 8.00 pm in Acton Trussell Community Centre.

The meeting was closed at 9.58 pm.

ACTON TRUSSELL, BEDNALL & TEDDESLEY HAY PARISH COUNCIL

MINUTES OF THE ANNUAL PARISH COUNCIL MEETING HELD ON Wednesday 18th September 2013 at 8.00 pm in ACTON TRUSSELL COMMUNITY CENTRE

Present: T Williams Chairman, E Round, M Nicholas, B Golder, A Parrot, R Howarth, J Woodward
District Cllr L Bates C Cllr D Williams In attendance Clerk D W Wright
There were five members of the public present

Public session

Jan Wright explained the role of a Village Agent. She works in Locality 1 & 2 helping villages to do what they want to do. This includes organising bus and community transport as well as playgrounds. The Village agents are funded by the Community Council and work for the general development of the community. The aim is to work with interested groups so that they can develop their skills so that they can look after themselves. They guide the groups through the process of fund raising and encourage them to make sure that the outcomes are what everyone wants rather than just the active group. She had been asked to help attract funds for a play facility in Acton Trussell. Any application needs to be led by the active group, the Village Agent only helps. The application needs to demonstrate a need, why the application is special and needs to be supported. It will need evidence of what is appropriate and the number of potential users and the overall benefit of the facility. Several quotes will be needed and there is a need to show value for money and sustainability. She quoted the example of Wheaton Aston which had provided play facilities for 7 and under.

Consultation had been carried out with the youth of the Parish but still needed to talk to the older ones. There was evidence of need. It was suggested to get together a sub-group which the Village Agent would attend. Huntingdon has just had an area put in at a cost of £60,000.

Sue Calvert gave a summary of the work of the Community Focus Group. They met in September but there was not a large turnout. The minutes had been circulated to the Councillors. There has been very good support with photographs but need to slim this down to 10. They have received art work for Bednall ~ 6-12 pictures. There is a lot of material ready for the plan and illustrations and a lot of editing is going on. A lot of the material collected may be used for a small booklet on the History of the Parish. The Group will meet again in September. The hardest stage of the plan is the pulling it together and editing. Hope to issue in the winter. However the Group is still looking for information on Farmers in the Parish.

13.89 Apologies: Cllr. G Spandler, and T Holmes (ill health)

13.90 Declarations of Interest: None

13.91 Minutes.

The minutes of 17th July 2013 had been previously circulated. The minutes were approved by the Council and signed by the Chairman.

13.92 Matters arising:

Best Kept Village. Bednall came third and Acton Trussell was highly commended. Information has been added to the website. The comments of the judges are now awaited. This will help the two groups to improve their entries for next year. The Council was delighted with the results and the involvement of the residents. The Council congratulates Carol Baker and Malcolm Nicholas on their sterling work in leading the teams. The Council agreed to pay for bulbs for filling the planters in Acton Trussell and Bednall ~ £30 each.

Play Area.

For Acton Trussell, the proposed site is on the Sports Field Area. Children play in the School or on one of the fields in Bednall.

The proposed playing area site is on the right hand side of the field against the hedge. There was a concern about accessing the site along Acton Hill Road and will encourage children instead to come in from Wattles Lane. There are several possible providers and need to contact them ask them to look at the site and make suggestions. Grants are available from SSDC, possibly Biffa, Veolia Environmental Trust. We need to put in a preliminary request and it was proposed to form a working party.

The Council's Insurance brokers had confirmed that it would only cost about £20 to add a play area to the Council's Insurance but it would be necessary to have regular safety inspections of the play equipment.

Resolved: That the Parish Council go ahead with a play scheme.

Old Village Hall Trust. Cllr Round had been through the documents. New trustees had been appointed for the Village Hall but it was unclear whether new trustees were needed for the Old Village Hall Trust. It was suggested that Mr McDowell be invited to attend the next meeting to talk about the Village Hall Trustees

13.93 District Councillors Report. Cllr L Bates.

Waste and recycling provision had now changed. Non-recyclable waste from Grey bins will be delivered to Four Ashes. Making use of driver's knowledge to make routes more efficient will save £180,000. Routes have been reviewed but will not affect this Parish. It is not possible to take excess green refuse left at the side of green bins.

13.94 County Councillor. C Cllr D Williams

The County Council is doing a consultation with everyone about 'What you have and what you want for Youth Services'. This is on the County Council website.

Icebreaker: There is a problem with winter grit getting stolen so it is proposed for key people at critical locations to have another domestic bin which can be filled with grit by the Highways and this can be scattered on the roadway. The grit does not work on fallen snow but should be put out at night before frost and ice is expected.

Mr Adams has asked for money for replacement windows for the hall from the County Councillors Funding Initiative.

Each County Councillor has £10,000 of the Highways budget which he can allocate to push particular initiatives. The County Council is now using a new machine for filling potholes. This makes a bigger hole and then fills it in. It should be better and is much quicker. Cllr Parrott drew the Councillors attention to the problem that Acton Hill Road when last surveyed has 1200 cars a day and the traffic has since increased but the road is not gritted.

Cllr Bates asked about providing double yellow lines in Hempits Grove to stop inconsiderate parking at the entrance.

13.95 Finance.

a) Audit: The Audit return for 2012-13 had been approved by Grant Thornton, the Auditors and no comment had been made on the Accounts.

b) The accounts for the year up to 18th September were presented. The Investment account is currently £21,435.18 The Current account balance is £8,337.57. A VAT refund of £3,695.99 for 2011-13 had been obtained.

The following cheques were agreed for payment.

Great Wyrley Gardens(July-August 2013)	1170	£1923.06
Clerks salary –(less tax)Aug-Sept 2013	1171	£ 256.62
Inland Revenue (PAYE)	1172	£ 171.08
Information Commissioner-registration renewal	1173	£ 35.00
Community Centre Hire-Focus Group	1174	<u>£ 20.00</u>

Total £ 2,405.76

Effective Cashbook balance £5,931.81

13.96 Planning:

a) The following applications have been submitted

13/00672/FUL 5 Kenderdine Close Bednall.

Re submission – Balcony to Rear.

13.00689/LBC Acton Mill Farm House, Mill Lane, Acton Trussell

Renovation/replacement and repair of existing front entrance door and surround

b) A planning appeal had been submitted against refusal of permission for a new dwelling on Land at St James Crescent, Acton Trussell.

c) The planning appeal regarding conversion to a dwelling of the former communications station, Cannock Road, Bednall had been dismissed.

13.97 Community Centre.

Quotations for external painting had been obtained. Each tenderer had inspected the site and discussed the work and appeared to understand the content and quality required. It was agreed to accept the lowest quotation and place the contract with Richard Bird from Wolverhampton at a cost including materials of £850.00.

13.98 Highways

Can we have a new road survey on traffic in Acton Hill Road? Could the highways look at providing a pavement along Acton Hill Road leading to the Community Centre as there is concern about the traffic and absence of a pavement. Only about 30 metre length is required.

13.99 Correspondence.

Staffordshire Police; Crime and disorder statistics.

Staffordshire Playing Fields Association – Annual Report & AGM

Carillion Civil Engineering- M6 Junction 10-13 Managed Motorway-

13.100 Reports from Councillors.

Cllr Round suggested that the Council should organise a Childrens Christmas party and the Council agreed £50 grant.

Cllr Parrott advised that the Annual Ploughing Competition had been moved from Rodbaston and would take place on Sunday 21st September on a field just off the Teddesley Road.

The website was discussed and it was identified that it needed editorial input and provision for regular updates. A working party was suggested for co-ordination and the information will be put in the Parish Magazine indicating how to submit information and asking for volunteers.

Cllr Bates suggested that the top of some trees in Hempits Grove needed lopping but would need a cherry picker.

13.101 Date of the next meeting:

Wednesday 23rd October 2013 at 8.00 pm in Acton Trussell Community Centre.

The meeting was closed at 9.55 pm.

ACTON TRUSSELL, BEDNALL & TEDDESLEY HAY PARISH COUNCIL

MINUTES OF PARISH COUNCIL MEETING HELD ON Wednesday 23rd October 2013 at 8.00 pm in
ACTON TRUSSELL COMMUNITY CENTRE

Present: T Williams Chairman, E Round, M Nicholas, B Golder, A Parrot, R Howarth, J Woodward
T Holmes, District Cllr L Bates, C Cllr D Williams In attendance Clerk D W Wright
There were five members of the public present

Public session

Les McDowell explained the arrangement of trusts relating to the Old Village Hall and to the Recreation Field and New Community Centre. When the Parish Council purchased land for the recreation field it had only been intended as a playing field. However, the District Council assisted in the organization of the construction of a Community Centre. Because of grants made available, the Council only had to pay for materials and the cost of the actual building and other charges were met from central funds. At this time the Old Village Hall had deteriorated and it and its site was sold. The trustees of the Old Hall thought it reasonable to use the funds to support the construction of the new Community Centre and paid the money into the Parish Council for that purpose. Unfortunately the Charity Commission advised the legal advisors of the Old Hall that this was contrary to the Trust for the Old Hall but this information was not made clear to the Trustees at the time. The Charity Commission therefore required the funds to be returned to the original trust and a scheme of repayment of £45957 was set up with payments of £766 for 60m years to refund the money. This is controlled by Charity Number 221912 and is called "The Proceeds of Sale of the Old Village Hall." The trust deeds do not allow the capital which is accruing to be used for any purpose except for purchase of an enduring asset~ land~ but the income deriving from the fund can be used for charitable purposes in the Parish. The Recreation field and the Community Centre are also covered by a trust deed Charity number 517889 and the trustees are the same for both charities. The trustees have been updated and there will now be 8. There is currently £14854 in the fund from the repayments together with accrued interest and the funds are invested in a 3 year bond which gives security and a better interest. Although the funds are tied up until the completion of the full payment, the accrued income ~£4000 so far~ may now be considered for assisting with improvements to the Community Centre or other items of benefit to the community..

The Chairman thanked Mr McDowell for his clear and reassuring explanation The Parish Council had withheld the last two year's payments whilst the matter of the trustees was clarified. The Council agreed that it should resume its payments and might examine how it could speed up the reimbursement of the total sum.

Simon Hake gave a summary of the work of the Community Focus Group. They met in October and reviewed the draft plan which is now on Version 4. The Art Group is doing a front cover design and wished to use the Parish Council's Chairman's badge design as a basis. The Council agreed to this request. The Plan is spilt into 6 sections and covers a 10 year period, of which 18 months has been spent preparing it. A number of photographs for inclusion have been selected from over 400 photographs supplied by the Photographic Group. Material collected but not used may be used for a small booklet on the History of the Parish. A sketch map with other photographs is being prepared for inclusion and information from the 2013 Census. There will be a section on Community Aspects and the Questionnaire which will help to identify the main aspects and priorities. One of the main issues is the Road network. Intend to report some of the wider issues of the parish such as the boatyard. But there are still areas needed to be addressed as identified in the Questionnaire. There have been two meetings arranged with the youth of the Parish covering 0-10 years and 11-18 years. The report will include a summary of the questionnaire and the main issues. It will try to list what is the problem, what action could be taken, who is responsible and what is a suitable time scale. There is still some more editing and the document will need to be renewed on a regular basis. Now need to set up a delivery vehicle or Group which will help attract funding and get the document out. It is hoped to present the final draft in the New Year. It is still to be decided how to publish but it is likely that some copies will be printed but that it will be available from the website.

13.102 Apologies: Cllr. G Spandler, (ill health)

13.103 Declarations of Interest: None

13.104 Minutes.

The minutes of 18th September 2013 had been previously circulated. The minutes were approved by the Council and signed by the Chairman.

13.105 Matters arising:

Website. An offer to provide information on the Acton Trussell Gardening Group for inclusion on the website has been received. Cllr Howarth advised that he was willing to

consider acting as Webmaster coordinating the website providing it was possible for users to update their own information as he felt the task of doing this for everybody and keeping the website updated was greater than he was willing to undertake. The Clerk and Cllr Howarth will make contact with the IT department of South Staffs District Council to see how the website could be extended and if this type of controlled access is feasible for the current website.

13.106 Play Area.-District Councillor Bates

Cllr Bates presented a report on the progress of considerations for a Children's Play Area. Cllr Bates and Round had met with Jan Wright the Village Agent and submitted applications for a grant from the Veolia Environmental Trust. This was unsuccessful but it identified that 20 % of the funding needs to be in place before a grant could be made. He had met with South Staffs District Council and confirmed that the project met the requirements for a £5000 grant from the Community Budget. An application will be made prior to the end of the year. SSDC has now also approved a New Capital Grants Scheme which allows Community Organizations to apply for grants or interest free loans up to a maximum of £25,000. The Police Crime Prevention Officer has confirmed he has no concerns regarding vandalism on the proposed site. Design proposals have been requested from Play Equipment suppliers and a quotation from Hags-SMP, a preferred supplier to SSDC. The quoted price seemed rather ambitious and costs could be reduced by careful selection of items and overall scope. It was suggested that a budgetary price for a scheme of £30,000 be considered. After discussion the Council agreed in principle to guarantee initial funds to allow matching and additional funds and grants to be obtained. This is accordance with the Parish Council's powers to provide Community and Recreational facilities.

Resolved: That the Parish Council make available £ 6000 as initial funding for a Childrens play area scheme.

Consultation will now take place with children and parents at a Public Meeting to obtain views on the type of equipment suggested and of residents adjoining the proposed site of the Play Area. The age range of the play equipment is probably 2 ~ 12 years. Further quotations for Play Equipment based on the revised requirements will then be sought. Consultation with the Management Committee of the Community Centre is required to consider parking aspects as the initial site proposal is actually on the overspill parking area.

13.107 County Councillor. C Cllr D Williams

The County Council is doing a consultation with everyone about 'What you have and what you want for Youth Services'. This is on the County Council website.

Icebreaker: There is a problem with winter grit getting stolen so it is proposed for key people at critical locations to have another different coloured domestic bin which can be filled with grit by the Highways and this can be scattered on the roadway. A spreading instrument is provided and Insurance coverage is also provided by the County Council. Is anybody willing to do it?

It has not been possible to get the Highways to change their gritting routes so not going to be possible to add Acton Hill Road.

Could possibly get the Community team to tidy up in the villages before the Best Kept Village judges come to visit. Can we identify what work needs doing to be ready when we are notified of the teams impending visit.

13.108 Finance.

- a) The accounts for the year up to 23rd October were presented. The Investment account is currently £21,436.09. The second instalment of the precept has been received. The Current account balance is £14,367.81.

The following cheques were agreed for payment.

Great Wyrley Gardens(September 2013)	1175	£ 969.93
Clerks salary –(less tax)Oct 2013	1176	£ 128.31
Inland Revenue (PAYE)	1177	£ 85.54

Community Centre Hire-Focus Group	1178	£	20.00
Grant Thornton- Audit fees	1179	£	120.00
Old Village Trust – repayments (3 years)	1180	£	2298.00
M Nicholas – Bulbs and planting	1181	£	27.97
M Callaghan – Bulbs & planting	1182	£	17.96

Total £ 3,667.71

Effective Cashbook balance £10,700.85

13.109 Planning:

a) The following applications have been approved

13/00672/FUL 5 Kenderdine Close Bednall. Re submission – Balcony to Rear.

13.00689/LBC Acton Mill Farm House, Mill Lane, Acton Trussell
Renovation/replacement and repair of existing front entrance door and surround

13/00539/FUL 6 Richards Court Bednall. [Link extension to existing barn units

13.110 Community Centre.

Awaiting completion of the external painting. An additional quotation had been received but was significantly higher than the accepted quotation. There is a need for more active involvement of users in the Management Committee.

13.111 Highways

Councillor Williams has taken up the possibility of a pavement along Acton Hill Road from Moor Close to the Community Centre. The repair of potholes with a new machine, which actually starts by making a bigger hole is now much quicker and the repairs seem to be staying in place. Acton Hill Road is much improved but flooding is occurring just before the junction with the A34.

13.112 Correspondence.

South Staffs District Council –Capital Grants and Loans Scheme
Staffordshire Police; Crime and disorder statistics.
Staffordshire Parish Councils Association – Autumn Gazette
South Staffs Rural Transport Partnership – Update Report Sept 2013

13.113 Date of the next meeting:

Wednesday 20th November 2013 at 8.00 pm in Acton Trussell Community Centre.

The meeting was closed at 9.55 pm.

ACTON TRUSSELL, BEDNALL & TEDDESLEY HAY PARISH COUNCIL

MINUTES OF PARISH COUNCIL MEETING HELD ON Wednesday 20th November 2013 at 8.00 pm in
ACTON TRUSSELL COMMUNITY CENTRE

Present: T Williams Chairman, M Nicholas, B Golder, A Parrot, R Howarth, J Woodward T Holmes,
District Cllr L Bates, C Cllr D Williams, PC Clark In attendance Clerk D W Wright
There were six members of the public present.

Public session

Victoria Singleton, Manager of Cannock Chase District of Neighbourhood Watch gave a short presentation on Neighbourhood Watch and answered questions.

Neighbourhood Watch was established about 30 years, letting people know what is going on in their Area and who to contact. Help for people to communicate and send information to and from the police. To reduce crime and the fear of crime. A new system OWL which is OnLine Watch Link which is used to send telephone messages, emails and text messages. 30 people are registered in Acton Trussell and a larger link through the Bednall e-mail listing. Messages are not sent everyday and any information is targeted. There is also Rural Watch which is more about rural crime, horses, field gates etc. You can join other watches, including Horses, Tack, Horses and Poacher Watch. They would like more to join up. They will accept individuals but prefer to have coordinator for a group of people.

PC Peter Clark introduced himself. He had started as the Police Community Officer for the Area on 1st November having previously been based at Cheslyn Hay. He actually covers 17 Parish Councils. Previously dealt with Acton Trussell on problems of local poaching and has helped set up the Wild Life Crime and Rural Policing Initiative. There had been recent burglaries in the Area and PC Clark explained how intelligence was used to help catch persistent criminals. Speeding in Lower Penkridge Road and the Community SpeedWatch was raised but he is not the correct person for contact.

A brief report on the work of the Focus Group was given. All the words are now complete for the document and it is being put together with the pictures. A draft print will now be prepared. The Council Badge was lent to the Focus Group to allow an artist representation of the three images forming the badge to be used in the Final document.

13.114 Apologies: Cllr. E Round

A resignation letter had been received from Councillor Graham Spandler due to ill-health.

A Presentation Scroll will be prepared recording his long service as Councillor and as a previous Chairman. A casual vacancy in Acton Trussell Ward had now been declared. In the event of no request for a by-election the council could proceed to a co-option after 5th December.

13.115 Declarations of Interest: None

13.116 Minutes.

The minutes of 23rd October 2013 had been previously circulated. The minutes were approved by the Council and signed by the Chairman.

13.117 Matters arising.

a) Website.

Cllr R Howarth had spoken to M Heathcote and his successor at SSDC IT Department. We can supply information and they will upload it onto the Website but we cannot do this on-line ourselves. The requirements for a separate website and the information content was further discussed. Alternatives of an e-mail system like Bednall was suggested or a blogging or social media website. A piece will be put in the Parish Magazine inviting residents to submit their e-mail addresses for a mailing list for information. This is likely to be something similar to the list created in Bednall. It was agreed that Cllr Howarth would continue to investigate a simple website and provide more information at the next meeting. The budget already includes an allocated outline funding for a website and other communication media.

b) Play Area Development

Cllr Bates presented a report on progress. The initial application to Veolia Environmental Trust for funding had been unsuccessful but following a further application which identified the 20% funding of £6000 pledged by the Parish Council has received a more favourable response and a detailed on-line application will be submitted. An application for a grant of £5000 from the SSDC Community Budget will now be made, followed by an application to SCC New Capital Grants Scheme for up to

£25,000. Cllr D Williams advised that he would consider an application for £1500 from his Members Allocation.

A consultation with children and parents will take place at the Community Centre on Friday 10th January 2014 to obtain views on the type of equipment required. Following that meeting, quotations will be sought from three Play Equipment Suppliers.

c) Celebrations of the Great War.

It was suggested that we install a seat to commemorate the event however there was no consensus on a suitable location. Item will be included on the next meeting's agenda.

13.118 District Councillor. Cllr L Bates.

The District Council was going to issue information to everyone in the Parish about "Preparing for Emergencies".

13.119 County Councillor. C Cllr D Williams

Icebusters. Highways will provide the grit and bin. It was suggested that Joyces Lane and by the Shop were areas requiring attention.

13.120 Finance.

a) The accounts for the year up to 20th November were presented. The Investment account is currently £21,436.97. The Current account balance was £10,700.12.

The following cheques were agreed for payment.

Great Wyrley Gardens(October 2013)	1183	£ 232.10
Clerks salary –(less tax)Nov 2013	1184	£ 128.31
Inland Revenue (PAYE)	1185	£ 85.54
Community Centre Hire-Focus Group	1186	£ 20.00
Bayliss & Cooke – Community Centre Insurance	1187	£2309.57
Soc of Local Council Clerks-subscription	1188	£ 101.00

Total £ 3,176.52

Effective Cashbook balance £7,523.60

13.121 Planning:

The following applications have been submitted

13/00897/COU Former Communications Station Cannock Road Bednall
Change of use to residential dwelling(resubmission)

13/00803/FUL 8 Kenderdine Close Bednall. Extension to front of garage.

The Council had no comment on either application.

13.122 Community Centre.

Quotations for a stage and extension were approximately £56,000. The Council suggested that the management consider open up the Changing Rooms to provide storage but were concerned that it was unclear whether the changes would be helpful for the letting of the Hall. The Council is supportive of the Management Committee but would benefit from a full presentation on the proposals and budgetary costs. The expenditure is large and more fundraising activities will be required. It was noted that the AGM of the Community Centre and its Management committee would be on Monday 25th November.

13.123 Correspondence

<i>South Staffs District Council</i>	Supplementary Planning Documents for Affordable homes,
	Green belt and Open Countryside
	Rough Sleepers Survey
	Statement of Community Involvement
	Free for All, Walking Groups-Volunteer Walk Leaders
<i>Staffs County Council</i>	Ice busters
<i>South Staff Rural Transport</i>	Update Report Nov 2013
<i>Wicksteed Playscapes</i>	Play Equipment
<i>ProLudic</i>	Play equipment-Sale
<i>War Memorials Trust</i>	Call to remember

13.124 Reports from Councillors

There is significant flooding in Joyces Lane with lakes at both end.. Attention is needed to the drains. Contact Highways.

Cllr Howarth had attended the AGM of the Friends of Bednall. They now had a constitution and a bank account and had become a registered charity. He thinks he will probably become a Trustee. The Marquees had suffered some damage during recent use and the Parish agreed to reimburse the costs (approx £50) of materials for the repair which the Friends were willing to carry out.

The Winter Parish Forum will be held on November 29th and Cllr T Holmes will attend.

The Friends of Bednall had organised a performance of “ Emil & the Detectives” at the Community Centre and offered some free tickets to the Parish Council for the performance. Cllr Howarth accepted on behalf of the Council.

Two formal expressions of interest had been received so far in respect of the Casual Vacancy. The Clerk explained the legal procedure for managing a Casual Vacancy and the history of the previous Casual Vacancies since the last full Council elections.

13.125 Date of next meeting

**Wednesday 15th January 2014 at 8.00 pm in Acton Trussell Community Centre.
This meeting will include agreement of a budget and the formal precept request for 2014/15**

The meeting was closed at 10.18 pm.