

# **BRINDLEY HEATH PARISH COUNCIL**

## **MINUTES OF MEETING HELD ON TUESDAY 29 SEPTEMBER 2020 AT 7.30PM**

**Due to the Coronavirus (COVID-19) pandemic and Government Guidelines on public gatherings, the meeting was held virtually on Zoom**

**PRESENT:** Parish Councillors: P. Adams (Chairman)  
D. Cotton  
A. Pearson  
M. Sutherland

**IN ATTENDANCE:** County Councillor B. Jones  
Mrs T. Williams (Clerk)

### **1. APOLOGIES**

Apologies were received and reasons for absence accepted from Councillor R. Turville and Councillor Mrs M. A. Turville.

Apologies were received from County Councillor: P. Hewitt.

### **2. POLICE REPORTS**

No Police officers were in attendance, but a written Police report had been provided by PCSO Sean Nicholls and PCSO Liz Dale which had been circulated prior to the meeting.

The report detailed that between 26 August and 26 September 2020 there had been 7 road traffic collisions across Cannock Chase/Brindley Heath and 3 incidents of vehicle crime in Slitting Mill Road and Penkridge Bank Road.

The Chairman advised that there was no reference to the incidence of gun fire at Rugeley Quarry or turnout of the armed Police (which occurred a number of weeks ago).

### **3. PARISH COUNCILLOR VACANCY**

Resolved: That the co-option of a new Parish Councillor be deferred to a future meeting when it might be possible to hold a meeting face to face.

### **4. PUBLIC PARTICIPATION**

No members of the public were present

### **5. DECLARATION OF INTERESTS**

To declare interests for this meeting:

<u>Member</u>	<u>Interest</u>	<u>Type</u>
Councillor P. Adams	Chetwynd's Charity	Personal
Councillor A. Pearson	District Councillor & Member of the Planning Control Committee	Personal

**6. MINUTES OF LAST MEETING**

Resolved: That the minutes of the special meeting held on 21 July 2020 be approved as a correct record.

Resolved: That the minutes of the meeting held on 21 July 2020 be approved as a correct record.

The draft minutes of the Planning Committee meeting held on 21 July 2020 were noted.

**7. PROGRESS REPORTS/UPDATES FROM PREVIOUS MINUTES**

The Parish Online login details had been forwarded to Members by email.

**8. CHAIRMAN’S REPORT/ANNOUNCEMENTS**

The Chairman had no report/announcements under this item.

**9. CORRESPONDENCE**

a. Incoming and Outgoing Correspondence

All correspondence was noted from the Clerks Report.

b. Items of Interest/Requiring a Response

The following items of incoming post were received:

**Letter from Leader of Staffordshire County Council** – A letter (dated 10 September 2020) from Councillor Alan White, Leader of Staffordshire County council, thanked everyone for the role they had played in helping Staffordshire respond to the COVID-19 pandemic.

The Council noted the letter from Councillor White.

c. Consultations

• **Cannock Chase Council’s Draft Revised Licensing Policy for 2021 to 2025**

An email from the Licensing Unit (dated 5 August 2020) advised that Cannock Chase District Council had published its consultation on the draft revised licensing policy and parish councils were invited to comment.

As the consultation had taken place from 27 July to 30 August 2020 (between parish meetings), the documents were noted.

• **SPCA Bulletin 13 August 2020: Reform of the Planning System**

The Council noted that a national planning consultation ‘Planning for the Future’ had been published by the Ministry of Housing, Communities and Local Government.

**10. LONGDON COTTON ALMSHOUSES**

The Council considered a parish council representative to act as Trustee to Longdon Cotton Alms-Houses after the secretary had advised that Councillor Paul Adams’ Four-year term was coming to an end later in the year.

Resolved: That Councillor Paul Adams be re-appointed as the parish council’s representative to Longdon Cotton Alms-houses for a new term of four years.

**11. SPEEDING AND SPEED LIMITS**

The Parish Council considered the issue of speeding traffic and speed limits on local roads with a view to identifying solutions on Brindley Heath Road, Chaseley Road, Shooting Butts Road and others.

It was noted that a request had been made to the Safer Roads Partnership for the mobile speed van to visit Brindley Heath Road (30mph section), Stafford Brook Road (between Penkrige Bank road and Quarry entrance), Chaseley Road, Shooting Butts Road, Rugeley Road (Hednesford - near to houses) and Penkrige Bank Road (section near Stafford Brook Road).

The Technical Support Officer at the Safer Roads Partnership advised that requests for mobile speed cameras to visit roads with a 30mph speed limit could immediately be added to the work program and Brindley Heath Road had been added. However, requests for visits to roads with higher speed limits had to be agreed by the County Highways Department.

Councillor Sutherland advised that the speed van had already visited Chaseley Road and would-be visiting Shooting Butts Road soon.

PCSO Liz Dale has previously confirmed that the Special Constabulary have been working on speed operations in the district and she had asked for the locations in Brindley Heath to be included.

A suitable location for the speed van in Stafford Brook Road was noted.

County Councillor Jones offered advice on the options available to communities in addressing speed. He said that accident statistics were not necessarily needed before a speed camera will visit although the data would add weight. He provided information on Community Speed Watch and suggested contact with Michelle Shaker from the Staffordshire Police.

The penalty for getting caught on camera was a fixed penalty fine which is effective, but police resources are limited. With Community Speed Watch many more volunteers are trained and available to offer their services. The penalties to offenders are: first offence – a letter, second offence – a warning and third offence – a visit from the Police.

Councillor Jones said he had undertaken a speed and volume check in Brindley Heath Road (by Tackeroo Court) over a seven-day period and it had been identified that vehicles are excessively speeding. He has asked for the accident statistics over a five-year period but there is always a six-month lag. He said the area doesn't warrant speed calming measures, but he has asked Michelle Shaker to do a risk assessment and after identification of a safe place to stand, will come down with the team.

Resolved: That the positioning requirements for the mobile cameras and the speed limits of the roads are forwarded to Safer Roads Partnership.

Resolved: That any information on the findings of the Special Constabulary is also forwarded to the Safer Roads Partnership.

**12. RIGHTS OF WAY**

Councillor Pearson informed the Council that rights of way will be under threat if not documented on the definitive map within the next two years.

No information was available on the action that was needed to identify, document and protect rights of way in the parish.

The Definitive Map which documents rights of way, is available on Staffordshire County Council’s website. Blocked rights of way can also be reported online.

**13. PARISH WARD ISSUES – CHASE SIDE**

a. On Street Vehicular Parking

The Council expressed concern about the widespread problem with motorists parking on grass verges and other on street locations which will only get worse when car park charges are introduced across Cannock Chase.

On street parking brings issues with litter as people sometimes leave it on the roadside rather than taking it home.

b. Land off Penkridge Bank Road

The Council noted a letter from the Development Control Manager at Cannock Chase Council (dated 2 September 2020) referencing amendments to permitted development rights resulting from the Town and Country Planning (Permitted Development and Miscellaneous Amendments) (England) (Coronavirus) Regulations 2020. The regulations increase permitted development rights for the temporary use of land from 28 days to 56 days. The relevant period is from 1 July to 31 December 2020. Natural England has confirmed that the exercise of permitted development rights during this period by Four Oaks Farm Campsite would not have a significant impact on the integrity of the SAC.

The Council expressed concern about the proposal for a large-scale car parking facility near Birches Valley, particularly in relation to pedestrian access which is ongoing.

c. Grit Bins

The Chairman asked that a request is made to the County Council for the grit bins in the parish to be refilled and the repair/replacement of a damaged bin at the top of Kingsley Wood Road.

Councillor Jones confirmed that the County Council routinely fill grit bins at the beginning of the winter season.

**14. PARISH WARD ISSUES – BRINDLEY VILLAGE**

Litter on Rugeley Road – near the pools where bins are filled to overflowing. The rubbish makes its way on to the grass verges on the Rugeley Road. Cannock Chase Council do a litter pick, but it isn’t all cleared away.

Fly tipping off Rugeley Road – An update has been requested from the Strategic Community Infrastructure Manager at Staffordshire County Council in relation to complete clearance of debris (on the embankment and sides of the entrance road to the old quarry). Councillor Pearson will follow the matter up directly.

**15. CANNOCK CHASE FOREST**

a. AONB’s Sustainable Development Fund – The Council noted an email from the AONB Land Management Officer (dated 31 July 2020) stating that the funding opportunity had been open to 8 September and approved projects had to be completed before the end of March 2021.

b. Commonwealth Games Legacy Project – A Cannock Chase Council Press Release (dated 18 September 2020) confirmed that Cabinet had approved a proposal from Forestry England to become a funding partner. Cannock Chase Forest will be one of the venues for the Birmingham

2022 Commonwealth Games used for mountain biking events. The partnership project will create a new high-quality off-road cycling trail (at a cost of £912,774) to be used by the Commonwealth games and thereafter by residents and visitor cyclists – as a lasting legacy for Cannock Chase.

- c. Letter from Cabinet Member for Communities and Culture, Staffordshire County Council – A letter dated 22 September 2020 states that members of the Cannock Chase SAC Group have agreed to introduce a unified car parking plan across the Chase to reduce capacity in the most sensitive areas and increase capacity in more robust locations. It also introduced a 15-year programme to improve way marking and trails, provide more interpretation panels in certain locations and carry out educational work with local schools and children’s groups as well as face to face engagement with visitors to raise awareness of the importance of the Chase. All of this will be funded by housing developers through S106 and CIL money. Further information is held on Staffordshire County Council’s website.

The Council expressed concern about the initiative leading to more on street and grass verge parking as a result of people avoiding the charges. Councillor Sutherland will be in consultation with the County Council on this.

**16. INVITATION TO MEETINGS/EVENTS**

- a. Nominations for SPCA Executive and AGM arrangements – Nominations are being accepted for election of representatives to the SPCA Executive at the Association’s AGM on 7 December 2020. The deadline for nominations is 16 October 2020.

Member Councils are also invited to put forward motions for debate at the Annual General Meeting.

- b. Support Staffordshire – Chase VCSE Support – The next round of planned VCSE Locality Forums via Zoom were listed and a meeting was scheduled to be held in Cannock on 29 September 2020 (this morning).

**17. REPORTS ON MEETINGS ATTENDED**

Councillor Cotton has attended an Etching Hill Village Hall meeting. The Hall is slowly beginning to open up its activities, although many hirers won’t be back until next year.

**18. COUNCILLOR REPORTS**

The Chairman reported on an enquiry received from a member of another local council.

**19. FINANCIAL MATTERS**

- a) Financial Position of the Council

A breakdown of income and expenditure for the financial year to date was provided (Clerks Report dated 29 September 2020). The budget statement shows the current financial position of the Council with reserves totalling £16,566.20.

**Resolved:** To note the financial position of the Council.

b) Community Infrastructure Levy – Notice Board Project

The Council agreed that the purchase and installation of a notice board to be positioned in Brindley Village ward, somewhere near the council car park, would make suitable use of the parish council's Community Infrastructure Levy money.

**Resolved:** That investigations and permissions are sought for the installation of a parish council notice board in Brindley Village ward, on the grass verge near the car park entrance off Brindley Heath Road.

Councillor Sutherland will follow up a request for the notice boards siting with the County Council.

Councillor Pearson advised the Council that the government is planning to remove Community Infrastructure Levy and replace it with a new system that would make funding available to community groups etc.

c) Accessibility Arrangements

The Council noted the 23 September 2020 deadline for local council websites to be made accessible (or demonstrating that it is working towards improving accessibility) under the Website Accessibility Regulations 2018.

The Council were advised that an accessibility statement had been added to the website which includes a plan to make reasonable adjustments/improvements over time (exceptions include pdf's that predate September 2018 and disproportionate burden).

Councillor Jones advised the Council that the County had done a lot of work on accessibility and were just outside the top 20 local authorities in the country for accessibility. Richard Lancaster is the contact officer for advice.

d) To consider approval of National Pay Award 2020-21

The National Joint Council for Local Government has agreed new pay scales for 2020-21 to be implemented from 1 April 2020. The Clerks current hourly rate is £11.00 per hour (SCP 11) and from April 2020 the new SCP 11 is set at £11.30 per hour.

Resolved: That the National Joint Council for Local Government pay scales are adopted for use from April 2020.

e) To confirm/authorise cheques for payment

100174	AEDdonate	£79.00	Defibrillator consumables (charging stick and electrodes). Use by date had expired
100175	Parish Online (reimbursement to T. Williams)	£67.20	Annual subscription £56.00 + vat
100175	Zoom (reimbursement to T. Williams)	£43.17	Monthly subscription for virtual meetings July, August & September

Chairman's Initials .....

52/2019-21

			£11.99 + vat x 3
Direct Debit	Information Commissioners Office	£35.00	Data Protection registration to 13 September 2021
100176	Trudy Williams	£643.50 (£214.50 x 3)	Salary April, May & June 2020 (first quarter year 20-21)

Resolved: To authorise payment of the cheques listed.

**20. ANY OTHER ITEMS FOR INFORMATION AND ITEMS FOR NEXT AGENDA**

Schedule of new meeting dates.

**21. DATE OF NEXT MEETING**

The next meeting of the Council will be held on Tuesday 8 December 2020. It is possible that the meeting will be held remotely on Zoom.

The Chairman thanked everyone for their attendance and closed the meeting.

Signed.....

Chairman, Mr. P. Adams

Date.....