

BETLEY, BALTERLEY & WRINEHILL PARISH COUNCIL

Parish Councillor – you are summoned to attend a Special Council meeting on
Thursday 28th June 2018 at 7.30pm at the Village Hall
(Committee Room)

Gwyn Griffiths
Clerk & RFO
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AGENDA Thursday 28th June 2018

1. Apologies for absence
2. Declaration of Interest in Items on the Agenda
3. To approve the minutes of the meeting of 24th May 2018
4. Public participation in any item on the Agenda
5. Reports
 - To receive any reports
 - a) Chairman & Vice-Chairman b) Clerk c) County Councillor d) Borough Councillors
 - e) Representatives on outside bodies
6. Clerk to report on matters dealt with as Urgent Business since the last meeting
7. To consider the Annual Governance Statement and Statement of Accounts 2017-2018
8. To consider any planning applications to hand at preparation of agenda
18/00376/OUT Six dwellings, Den Lane, Wrinehill for Mr D Morris (papers to Cllrs Berrisford & Hales)
9. To receive the results of planning application determinations received
10. To consider any further planning applications, planning appeals/enforcement issues, progress of previous planning applications and other planning matters
11. To consider road safety issues at junction of Den Lane with the A531
12. To consider updates to the Council's Risk Management Policy
13. To consider the Parish Council's role in the Church's War Memorial Window Project

14. To consider issues relating to the Newcastle and Stoke-on-Trent Joint Local Plan Landscape Character Assessment Meeting 27th June
15. To consider progress on the preparation of a Neighbourhood Plan
16. To review twinning arrangements with Agny
17. To consider any issues relating to Council property or assets (e.g. Sandy Croft, Memorial Garden)
Willow hurdles for Sandy Croft
18. To consider any proposals for further enhancements to visual amenity and facilities in the Parish
Epicormal growth at The Wilderness
19. To consider further development of the speed monitoring scheme
20. Area Issues : a) Balterley b) Betley c) Wrinehill
21. Highway Matters
22. Correspondence
23. Financial Matters
 - a) Applications for financial assistance
 - b) Payment of Invoices
 - c) To receive the Financial & Bank Statements
24. To consider council communication
25. Any items for next/ future Agenda
26. Date of next scheduled meeting: Thursday 26th July 2018

BETLEY, BALTERLEY & WRINEHILL PARISH COUNCIL

Minutes of the meeting held on 24th May 2018

124/18 PRESENT:

Cllrs Robert Bettley-Smith, Mandy Berrisford, Neil Bullock, Seb Daly, Graham Ecclestone, Dave Hales (from min.134), Tony Reah (from min.134), Frank Speed, Terry Townsend and Chris Watkin.

125/18 IN ATTENDANCE:

County Cllr Northcott.
Six members of the public.
Gwyn Griffiths (Clerk).

126/18 The first item of business was the election of a Chairman for 2018-19. Cllr Robert Bettley-Smith was nominated by Cllr Head and seconded by Cllr Ecclestone. There were no other nominations.

RESOLVED that Cllr Robert Bettley-Smith be elected as Chairman for 2018-19.

127/18 The next item of business was the election of a Vice-Chairman for 2018-19. Cllr Sebastian Daly was nominated by Cllr Bettley-Smith and seconded by Cllr Berrisford. There were no other nominations.

RESOLVED that Cllr Sebastian Daly be elected as Vice-Chairman for 2018-19.

128/18 Cllrs Bettley-Smith and Daly completed the appropriate Declarations of Acceptance of Office.

129/18 Apologies for absence had been received from Cllr Walton and Borough Cllrs White and White.

130/18 Members considered the co-option of members to fill the current vacancies for members in Balterley Ward (one) and Wrinehill Ward (one). The Chairman outlined the recommended procedure for co-option and advised that two residents had indicated an interest in either vacancy and that a third resident had expressed an interest in the Wrinehill vacancy.

131/18 The two applicants for the Balterley vacancy were invited to address the Council in turn and members then voted by ballot.

RESOLVED that Mr David Hales be co-opted to serve as a member for the Balterley Ward.

132/18 The two applicants for the Wrinehill vacancy were invited to address the Council in turn and members then voted by ballot.

RESOLVED that Mr Tony Reah be co-opted to serve as a member for the Wrinehill Ward.

133/18 The Chairman thanked the unsuccessful candidate for her interest in the role and the work of the Parish Council.

134/18 Members considered the declaration of interests in agenda items.

Cllr Head declared a prejudicial interest in Item as Chairman of the Village Hall Committee. He also declared a personal interest in relation to the planning issue relating to Betley Court as a former resident. Cllr Speed also declared a personal interest in the Betley Court matter as a neighbour.

135/18 The Council considered the appointment of representatives to serve on outside bodies and internal groups.

136/18 **RESOLVED** a) that the following members be appointed to outside bodies:

Conservation Advisory Working Group	Berrisford sub. Watkin
Madeley Locality Action Partnership	Reah
Rural Runabout	Bettley-Smith
Betley Trust	Hales
Village Hall Committee	Head

b) that the following members (or Clerk as appropriate) be appointed to internal groups:

Press Liaison	Townsend (Parish Magazine) sub. Bullock Chairman & Vice-Chairman (other media)
Internal Accounts	Responsible Financial Officer (Clerk)
Sandy Croft Maintenance	Berrisford, Bettley-Smith, Daly, Hales, Speed
Memorial Garden	Bettley-Smith, Daly, Ecclestone, Hales, Speed
Website	Berrisford, Bettley-Smith, Bullock, Daly, Head

c) that members would only be expected to attend the Conservation Advisory Working Group when relevant items occur on the Agenda;

d) that the Website Group be asked to review the website and to examine options for its renewal and modernisation;

e) that the Clerk be thanked for his good work in the role of Clerk and RFO.

137/18 The Clerk outlined to members the requirement to carry out certain annual requirements: the appointment of a Responsible Financial Officer, Risk Assessment, consideration of Standing Orders, and schedule of meetings for the coming year.

138/18 **RESOLVED** that the Clerk (Mr Gwyn Griffiths) be reappointed as Responsible Financial Officer for 2018-2019.

139/18 The Clerk outlined to members the requirement for the Council to carry out an annual risk assessment. Members considered the Council's Risk Management Policy and the measures in place to address physical, financial and policy risks. The Clerk pointed out that recent changes to the Council's ownership of physical assets meant that it would be good practice to update certain parts of the Policy.

RESOLVED that the Council is satisfied that all necessary and appropriate measures are in place to address risk but that the Policy be reviewed at the June meeting to amend the details of assets as appropriate.

140/18 The Clerk invited members to consider whether any changes to Standing Orders were appropriate. A member pointed out an apparent anomaly relating to the timing of the Annual Meeting in an election year. The Clerk would check this matter.

RESOLVED that no changes to Standing Orders were required at this point, but that the matter be considered further at a future meeting should any member feel it appropriate.

141/18 **RESOLVED that meetings in 2018-19 be held on the fourth Thursday of each month, but that no meetings be scheduled at this point for the months of August and December.**

142/18 At the request of the Clerk consideration by members of the Annual Governance and Accounting Statements for 2017-18 was deferred to the June meeting.

143/18 **RESOLVED that, subject to the correction of Min.96 by amending the reference to Cllr Head to read Cllr Hales, the minutes of the meeting of 26th April 2018 be approved as a true record and be signed by the Chairman.**

144/18 The Chairman outlined the procedure for public participation, and the meeting was adjourned to allow the public to speak.

Two members of the public indicated that they wished to comment on planning matters at Betley Court.

The first member of the public (the applicant) outlined the background to the recent application. There was a desire to retain Betley Court as a family home, and as a home to the 14 tenants currently living there, as well as to preserve it as a Listed Building of considerable significance. The current arrangement was unsustainable and no further income could be generated through the building, and development of the earning potential of the garden had therefore been considered. Two grant sources had been identified, but there were strict time limits on one of these and any delay could result in the grant being lost. There was also a requirement of public benefit from any such grants, which could be achieved by (limited) opening to the public and pre-booked heritage walks, and by community projects linked to the school and the local history society. The proposed office in the gardens would also permit the formation of a further flat within the main building.

He understood the objections which had been raised and wished to respond to them.

The Chairman intervened to point out that this was not the appropriate time to respond to such objections and outlined the current procedural position. An application had been submitted on which the Parish Council had commented. If there was further information, relevant to the matter, then this should be submitted to the planning authority (the Borough Council) with a request that the authority should reconsult (involving both the Parish Council and local residents). At this point it would be appropriate for both the applicant and any objectors to express their views to the Council.

The second member of the public explained that he was a local resident, directly affected by the proposal. Residents enjoyed very cordial relations with the applicant's family and he was sad to have to oppose the application, but felt it was necessary because of the potential adverse impact on residents. He also felt that if representatives of the Parish Council were to meet with the applicant on-site (as requested by the applicant) then objecting neighbours should also be invited to attend.

The Chairman explained that the purpose of any site meeting was to obtain information and not to be lobbied on the matter, but that the request would be borne in mind.

145/18 The Chairman presented his report on matters dealt with since the previous meeting. He had attended the Borough Council's Civic Reception, met the new Borough Councillors for the area and had an interesting discussion regarding the composition of the Borough Council and its impact on the preparation of the Joint Local Plan and the Neighbourhood Plan.

He had received representations from residents regarding the poor quality of grass cutting at Wickstead Row and at East Lawns/Main Road. Members had discussed this on previous occasions and had sought improvements from both Aspire Housing and the County Council (who divided responsibility for the areas involved).

RESOLVED that the Clerk be asked to advise both Aspire and the County Council of the complaints expressed by local residents, which the Parish Council do not consider unreasonable.

146/18 Neither the Vice-Chairman nor the Clerk had anything specific to report at this point.

147/18 The Clerk advised that he had received a written report from Cllr Gary White, on behalf of both Borough Councillors, which he then read to members.

RESOLVED that the Council records its thanks to the Borough Councillors for providing an overview of events at the Borough, and notes their reasons for supporting the election of a Conservative administration which the Parish Council supports.

148/18 The Council's representatives on outside bodies reported that the most recent planned meeting of the Betley Trust had been cancelled, and that the Village Hall Committee was continuing to seek funding for the refurbishment of the playing field.

149/18 The Clerk advised that no urgent business had been conducted since the last meeting of the Council.

150/18 Members considered the following planning application.

18/00310/FUL Variation of condition 2 of permission 15/00804/FUL by replacement of car port by integral garage at Ravens Crest, Main Road, Betley.

RESOLVED That the Parish Council has no objection.

151/18 Members considered the following planning application.

18/00313/FUL Erection of timber fence Orchard House, Chamberlain Court, Betley.

RESOLVED That the Parish Council has no objection.

152/18 The Clerk advised members that a planning application was expected in respect of proposed residential development on Den Lane. It was noted that several members were likely to have a prejudicial interest in the application through their connections with the applicant and that achieving a quorum for any special meeting could be difficult. The Clerk was asked to ensure that the application could be considered at the next scheduled meeting.

153/18 Members considered the provision of a war memorial feature on the Memorial Garden linked to highlighting the Window within the Church and also possibly to act as a secular memorial. The Clerk advised members that he had been informally advised that the Council's preferred option of a CWGC-style headstone would be acceptable to the CWGC but was

awaiting formal confirmation. This would have an appropriate inscription on the front, and information engraved on the rear regarding the Church window.

154/18 Members considered the Village Hall Committee's proposals to enhance the Village Hall playing field.

[Having declared a prejudicial interest Cllr Head withdrew during consideration of this item]

RESOLVED that the Council welcomes the proposals set out by the Village Hall Committee.

155/18 The Clerk advised that there was nothing further to report on the Joint Local Plan at this point.

156/18 The Chairman advised that he had nothing further to report regarding links to Agny.

157/18 Members considered the Council's property and assets. There had been no response from the Borough Council regarding the future of the Memorial Garden conifer. The Council's usual contractor had however offered an indicative price for felling and removal of the tree if that was the decision. The contractor had also met on-site at Sandy Croft to discuss necessary treework on the site without charge, the details of which were set out.

RESOLVED that the contractor be thanked for his offer in respect of Sandy Croft and be invited to carry out the work as convenient.

158/18 Cllr Head on behalf of the Neighbourhood Plan Working Group thanked the Parish Council for endorsing the engagement of consultants to engage in developing the Neighbourhood Plan and in particular to provide expertise and support in areas such as the writing of the Plan, the drawing up of Planning Policies, and in steering work to a successful conclusion. It was hoped that this would kickstart the process though there remained difficulties in matching up the Neighbourhood Plan process with the Joint Local Plan process.

The Clerk advised members that the End of Grant Support report had been completed and approved. The unspent balance would need to be returned and the appropriate cheque would be presented later in the meeting.

159/18 Members considered an appropriate response to the issue of grounds maintenance at East Lawns/Main Road highlighted earlier in the meeting.

RESOLVED that the Clerk write to both relevant authorities pointing out their obligation to discharge their responsibilities whilst recognising the fiscal pressures faced and to explore any potential means by which the Parish Council could assist in achieving better grasscutting at this location.

160/18 Cllr Townsend had nothing further to report regarding the speed monitoring equipment which was operating satisfactorily. It was noted that the Community Speed Watch schemes were being encouraged to monitor, and report as appropriate, instances of HGVs in restricted areas, and the use of telephones by tractor drivers, both of which were issues of road safety concern.

161/18 Members considered area issues raised by members. There were no matters requiring decision. However members noted that there was a possibility of the A531 being resurfaced in the Balterley/Doddlespool area following recent roadworks and that it appeared that none of the properties at the Blue Bell site had been sold, twelve months after completion.

162/18 The Clerk tabled correspondence received. There were no matters requiring decision.

163/18 The Clerk submitted to members a list of invoices to hand and payments due, and the Financial and Bank Statements to date.

RESOLVED a) that the Council authorises payment of the following:

L Rimmer	Meml Garden & Bulbs	£ 160.00	1345
St Margaret's PCC	Churchyard maintenance	£ 650.00	1346
G Griffiths	Salary/Expenses	£ 832.79	1347
G Griffiths	Salary/Expenses (N Plan)	£ 205.20	1348
Groundwork UK	Return of unspent grant	£2,872.83	1349
Mh-p internet	Website	£ 19.18	1350

c) that the Financial Statement be received;

d) that the Bank Statements be noted, and the reconciliation verified
and be signed by the Chairman.

164/18 Members considered issues relating to council communication.

165/18 Date of the next meeting: Thursday 28th June 2018.