

# Marchington Parish Council

## Draft Minutes, Tuesday 13<sup>th</sup> October 2020

Present (virtual meeting via Zoom) – Cllr Bicknell, Cllr Bullock, Cllr Hayes, Cllr Hayhurst, Cllr Leivers,  
Cllr Mann, Cllr Morgan, Cllr Nixon  
Ward Cllr – Cllr Hudson  
Parish Clerk – Becci Ede

### Meeting commenced at 19:35

1. To receive apologies and accept and record approval of absence – **Cllr Morris**
2. To receive Declarations of Interest and Dispensations – **Cllr Leivers, item 8**
3. To approve and sign the minutes as a true record of the meeting held on 8<sup>th</sup> September 2020 -  
Proposed – **Cllr Bicknell**  
Seconded – **Cllr Hayhurst**
4. To consider planning applications and receive planning decisions review planning appeals and enforcement issues.
  - a. Planning Applications Received –
    - i. **P/2020/00871** - Application under Section 73 of the Town and Country Planning Act 1990 for the variation of Condition 18 of planning permission P/2018/00002 for the erection of 5 detached dwellings with associated garages including details of appearance, landscaping, layout and scale for amendments to the approved fencing scheme. Land adjacent to Pump House, Jacks Lane, Marchington, ST14 8LW - Comments until 14/10/20  
**Cllr Mann read out a letter from a resident regarding the fence position at the Chevin Homes development. The Council discussed and agreed that the fence should be moved back in line with the bungalow and a hedge should be planted to soften the look– All Councillors in favour - Action – Clerk to write to ESBC planning department.**
    - ii. **P/2020/00910**- Erection of a first-floor rear extension.  
50 Jacks Lane, Marchington, Staffordshire, ST14 8LW – Comments until 15/10/20  
**Marchington Parish Council make no objection assuming that all environmental issues are considered.**
    - iii. **P/2020/00746**- Listed Building Consent to repair timber window frames to front and back of the property, replacement of three casements to rear and patio doors to side elevation and replace frosted secondary glazing in the lounge with clear window panes.  
Christmas Cottage, Birch Cross, Marchington, Staffordshire, ST14 8NX – Comments until 22/10/20  
**Marchington Parish Council make no objection assuming that all environmental issues are considered.**
    - iv. **P/2020/01071**- Crown reduction of one Cherry tree by 3 metres to give a height and spread of 5 metres  
Westbridge, Church Lane, Marchington, Staffordshire, ST14 8LJ– Comments until 16/10/20  
**Marchington Parish Council make no objection assuming that all environmental issues are considered.**
  - b. Planning Appeals –
    - i. **P/2020/00334** - Erection of a detached garage with store.  
Ardsley House, Allen’s Lane, Marchington, ST14 8LA - Comments until 16/10/20  
**Unanimous vote to support the comments made by ESBC. Action – Clerk to register comments.**
  - c. Decisions Received –
    - i. **P/2020/00823** - Raising of ridge height to provide first floor living accommodation and front porch  
Little Mill Hill, Moisty Lane, Marchington, ST14 8JY - **Permission Granted**
    - ii. **P/2020/00668** - Erection of a single storey side extension to garage.  
Hall Croft House, Hall Road, Marchington, Staffordshire, ST14 8LG - **Permission Granted**
    - iii. **P/2020/00765** - Erection of a two-storey rear extension- **Permission Granted**  
Pear Tree House, Birch Cross, Marchington, Staffordshire, ST14 8NU
    - iv. **P/2020/00415** - Change of use of land to residential curtilage and erection of single storey garage extension to north-west side of dwelling  
20 Didcot Drive, Marchington, Staffordshire, ST14 8LT- **Permission Granted**
    - v. **P/2020/00714** - Listed Building Consent for the installation of patio doors and window to garage/lounge extension  
St Anne’s Cottage, Bag Lane, Marchington, Staffordshire, ST14 8NY- **Permission Granted**
    - vi. **P/2020/00713** - Erection of a detached building to form a garden room  
St Anne’s Cottage, Bag Lane, Marchington, Staffordshire, ST14 8NY- **Permission Granted**
  - d. Enforcement Updates – None
5. Council Owned Properties
  - a. To receive reports about Parish Council owned properties and grounds:
    - i. Silver Lane Playground Report, Cllr Bullock – **Report will be completed by 18<sup>th</sup> October.**
    - ii. Forestside Playground and Football Pitch Report, Cllr Nixon – **The detailed inspection report has been emailed to the clerk, an observation outside of the report is that a notice board would be good at the playing fields and the playground to display signage.**  
**Action – Clerk to provide previous months reports to the Councillor carrying out monthly report.**

- b. Marchington Village Hall – Monthly update, Cllr Mann - MVH is now open. A Zumba class with 10 people started on 7<sup>th</sup> October and will continue weekly whilst restrictions allow. The new gas boiler has been installed at a cost of £2,300. The electrical work is to be carried out in the next month.
- c. Marchington Woodlands Village Hall, Cllr Hayes – MWVH is pressing to open on 1<sup>st</sup> November.
- Notice Board – The MWVH committee intend to replace the notice board. Its owned by MWVH but used by MPC, consideration needed as to who will pay for the board.
  - Directional signage for the Woodlands Village Hall - SCC charge £120 to review an application for directional signage, it was agreed that MWVH committee should pursue this rather than MPC.
- d. Cricket Club Monthly update, Cllr Mann – Complaint letters received by MPC have been responded to accordingly, reiterating that noise complaints go to Environmental Health and parking complaints to the Police.
- e. Green Lane Orchard, Cllr Mann - SCC has agreed to fell a dangerous tree on Green Lane. Potholes are still being pursued by the Clerk. The Japanese knotweed has been treated at the Orchard, some of the trees on the orchard are falling over but being managed by residents.
6. Parks/ Play areas - Annual inspection reports for playgrounds to be reviewed and discuss possible improvements suggested in the reports, Cllr Mann - We need to summarise the lengthy reports provided by the inspection company.  
*Action – Clerk to provide a summary for the next meeting*
7. Marchington Woodlands Sports Fields, Cllr Nixon - Smallwood Manor School is closing in July 2021. It appears that someone is interested in the main building but not the land. There is an all-weather Olympic size sports field, huge playing field which caters for at least 2 full size football pitches, a cricket pitch and a pavilion with full sewerage system, kitchen and changing room. Access for vehicles is via Smallwood Manor drive or from the old Lichfield road to a hardcore parking area. If an opportunity arose, would the council be interested in taking on a lease? The council agreed to learn more about the place and consider opportunities with caution due to cost and liabilities of such a large site.
8. Forest Side Paths and notice board, Cllr Leivers – Site meeting took place on Sunday 11<sup>th</sup> October with a resident, Cllr Leivers, and the Clerk. The footpaths around the housing estate are in a terrible condition with damaged surfaces and overgrown with weeds. The condition of the garages and surface around them is extremely poor. At the back of the garages, its clear to see the building leans outwards at the top, the safety of the area is of concern. The garages are privately owned, residents are not looking after them.  
Cllr Mann explained that the ownership of the paths is not clear. ESBC and SCC have not taken ownership when approached in the past. It is understood that they are owned by the Crown. Cllr Hayhurst agreed.  
Cllr Hudson suggested it would be a County Council issue. Cllr Hudson asked if we would send to him a brief of the issues, he will investigate and engage the County Council on the matter.  
Cllr Mann suggests that we have a duty to apply pressure on the owners of the garages to maintain them.  
*Action - Clerk to write to Cllr Hudson, SCC and ESBC and report back at the next meeting.*  
Cllr Leivers, the notice board needs sanding, painting, water proofing and a new board.  
*Action - Clerk to engage with prison regarding repairs.*
9. Parish Broadband Scheme, Cllr Morgan - Emails have gone out to ask people to register interest by the 31<sup>st</sup> October. Can all councillors ask friends, neighbours, contacts to register interest if they have not done so already?  
Cllr Nixon advised that leaflets are being dropped around the Woodlands. Cllr Leivers offered to deliver leaflets around Forestside if a digital copy can be sent to him.  
*Action – Clerk ensure Cllr Leivers has a digital copy of the flyer.*

## 10. Finance

Appendix A - October 2020

Date	Monies received:	£
01/09/20	Interest	£0.37
25/09/20	2nd Half of Precept from ESBC	£15,187.75

TOTAL OF RECEIPTS **£15,188.12**

Date	Invoices/Money to be paid out:	Net	Vat	Total	Chq No	
13/10/20	Becci Ede Office and Travel Expenses	£171.70	£26.82	£198.52	2375	£647.32
13/10/20	Becci Ede Salary	£448.80	£0.00	£448.80		
12/10/20	Henry Hall - August	£120.70	£0.00	£120.70	2376	£254.25
12/10/20	Henry Hall - September	£133.55	£0.00	£133.55		
30/09/20	Perennial Landscapes - CUTS 07/09/20 & 21/09/20	£430.29	£86.06	£516.35	2377	
13/10/20	Transfer from Gold account to Solar fund	£7,843.36	£0.00	£7,843.36	2378	
30/09/20	Came & Co - Outdoor Annual Inspection	£202.50	£40.50	£243.00	2379	
26/09/20	Shires Weedfree Limited	£150.00	£30.00	£180.00	2380	
		<b>£9,500.90</b>	<b>£183.38</b>	<b>£9,684.28</b>		

As of 30th September 2020

Current Account	£1,002.78
Gold Account	£59,421.97
Solar Account	£34,515.51
	<b>£94,940.26</b>

\*£5,000 to be moved from Gold account to Solar account  
\*£1000 paid to MVH to be moved from Solar account to gold account

- a. To authorise payments as listed in Appendix A - Proposed – **Cllr Nixon**  
 Seconded – **Cllr Bicknell**  
*Action – Clerk to provide missing bank balances via email once statement has been received.*
- b. Internet Banking - See Clerks report  
**The Council agreed that we should move to online banking and it should be with dual authorisation, Banks are not currently taking on new business customers - To be revisited at the January meeting**
- c. Cost approval for 2 new planters for the Village, quotes below:  
 Quote 1 - £410.46 including £68.41 vat - Quote 2- £394.56 including £66.81 vat  
**The Council agreed with a majority vote to purchase the material as per quote 1 to ensure quality and longevity.**
11. Other Organisations –To receive reports from Outside Organisations.  
 ESBC – Cllr P Hudson to report  
**Police reports – Computer system has been updated and reports are no longer available.**  
**Crickets Club - No update from ESBC regarding complaints.**  
**Jacks Lane – A meeting with the planner will be arranged to discuss.**  
**D&P – Should be coming up again soon in a planning meeting.**  
**Blacksmiths – No update yet.**  
**ESBC – 25 million to be given Burton to look at town improvements in a 5year programme.**
12. Chair/Councillor Reports
- a. Monthly Parish meetings – Discuss the return to face to face meetings, Cllr Mann - **The Council agreed to continue to review the situation each month.**
- b. Parish Councillor Vacancy, Cllr Mann - **Cllr Morris has handed in his resignation; Notices of the vacancy have been displayed around the village.**
- c. The Village Handyman, Cllr Mann – **The handyman will retire at the end of the year, the Council agreed to offer the position to the relief handyman before advertising.**
- d. Bulls Head football club update, Cllr Morgan – **ESBC Sports grant of £1000 has been approved. Plans to purchase a container at a cost of £1900 and plans to remove dilapidated garage.**
- e. Buddies Scheme, Cllr Morgan – **The Council agreed we should write to the buddies to ask if they would be willing to volunteer again should they be needed.**
- f. Flooding update, Cllr Morgan – **The report circulated today from the EA outlines progress in different areas. There was a flood warning last Friday, fortunately Marchington did not suffer but it was good to see alert system is working. Work is to be done on bund at the back of Church Close. A meeting with EA and landowner is scheduled for the 30<sup>th</sup> October. There was a meeting last week with Staffordshire Wildlife Trust who have 84k to improve water quality with natural flood defences.**
- g. Support Staffordshire TTTV, Cllr Mann – **TTTV is a charity supported by several bodies which is all about connecting communities and getting closer to nature. There are grants available of up to £2000 to be match funded. The Council will look at and consider what projects might be applicable.**
13. Clerk Reports
- a. Website accessibility - See Clerks report previously circulated - **The Council agreed that the Clerk should continue with the accessibility checks in house and that extra hours will be paid if required.**
- b. Documents for approval - General Privacy Notice, previously circulated - **All councillors approved the General Privacy Notice**
- c. Precept advertisement - **The advertisement has been placed in the Parish Magazine, notice boards and website. Some applications have already been received.**
- d. New Project Tracker – Previously circulated - **Clerk to send out monthly updates.**
14. Correspondence  
 Staffordshire County Council – Road Closure Notification, Bag Lane – 13<sup>th</sup> October 09:30 – 16:00  
 Staffordshire County Council – Road Closure Notification Jacks Lane – 9<sup>th</sup> November – 23<sup>rd</sup> December  
*Action – Clerk to seek clarity on the length of closure.*
15. Urgent items for input onto the 10<sup>th</sup> November 2020 Meeting - **None**

**Meeting Closed 21:53**

**Date of Next Meeting – Tuesday 10<sup>th</sup> November 2020 – 7.30pm**