

# Marchington Parish Council

## Minutes of a meeting held on

### Tuesday 8<sup>th</sup> August 2023 at Marchington Village Hall

Present: Cllr Glover, Cllr Hayes, Cllr Hayhurst (Chair), Cllr Mann, Cllr Morgan, Cllr Tomkins  
Clare Nash (Parish Clerk)  
4 members of the public  
Andy Johnson and Scott Newey (HMP Dovegate)

#### Meeting opened at 7.30pm

Chair noted addition of Item j) to Correspondence & emails.

1. Apologies for absence were received and accepted from Cllr Bullock and Cllr Hudson
2. Declarations of Interest and Dispensations on items relating to the agenda – None
3. The minutes of the meeting held on 11<sup>th</sup> July 2023 were approved and signed as a true record.

Proposed – Cllr Morgan  
Seconded – Cllr Hayes

4. Public Forum – The Chair welcomed the directors of HMP Dovegate, Andy Johnson and Scott Newey, to the meeting. Mr Johnson explained that Dovegate is unique in the prison system in that it performs three separate functions having a Therapeutic Community which addresses behavioural needs of prisoners and is run by a clinical team. The re-offending rate of these prisoners on release is lower than for conventional prisons but it is very expensive. Secondly HMP Dovegate serves the local courts as a remand facility and thirdly it is a traditional long-term prison housing 700 prisoners. The aim here is to give prisoners opportunities, trades and hope. The prison capacity is full therefore police cells are being used. GEOAmeY are contracted by the Ministry of Justice (MoJ) to move the prisoners to and from the court to the prison. Chair said that prison traffic in the village is the biggest concern to residents and therefore the Parish Council. Perception is that vehicles are not permitted to use the village roads. Resident thought it was a planning condition. A lot of vehicles are turning right out of the prison especially at shift change times and often seen speeding. Mr Johnson explained that he issues regular notices to staff to remind them of the rules but policing the exit is not practical. Chair thanked Mr Johnson for his efforts. Another resident said that the Community Speed Watch (CSW) team reported 38 cars turning right yesterday afternoon. Mr Johnson asked for the information to be sent to him. **Action: CSW team to send information to clerk who will forward to Mr Johnson.** Cllrs. noted that prison vans are also seen in the village. Mr Johnson explained that GEOAmeY are contracted by the MoJ to move prisoners, and not under his control however he has contacted them about this issue. Mr Johnson said that he would share contact details for Geo AmeY with the Clerk so that reports can be made direct to them. **Action: Clerk.** Cllrs. asked about access to the lakes and grounds on the right-hand side of the prison. Mr Johnson explained that the MoJ owns the land and controls access however a new contracts manager has just started so once they have settled in the directors will raise the issue again. Currently only the left-hand side is accessible to dog walkers. Mr Johnson said that there is a problem with dog fouling in this area. Chair said that the Parish Council could use influence to bring about change here especially as it is permissive access. Prison Directors were open to the offer of signage to help with this. Cllrs noted that the meeting with the HMP Groundsman was very productive, and he said that he would clear & maintain the watercourses which will help with flooding issues in the village. Resident asked if there is any likelihood that the prison could be expanded – Mr Johnson explained that all prisons are under review because the justice system is overburdened. 1156 prisoners currently permitted to be accommodated. Cllrs asked if anything that the PC can do to help the prison? Mr Johnson said prisoners could make planters etc for the village and the more relationships they can build with local business the better for the outcome of the prisoners. Chair thanked the Prison Directors for coming to the meeting and taking questions.

5. The following resolution was approved unanimously: By virtue of the Public Bodies (Admission to Meetings) Act 1960, the press and public are excluded from discussion of Item 11 c) i) on the basis that disclosure thereof would be prejudicial to the public interest by reason of the legal nature of the matter to be discussed.

6. The following policies, previously circulated, were approved & adopted:

- Tree Management Policy – *subject to minor amendment*
- Dispensation Policy
- Dispensation Request Form
- Reserves Policy
- Health & Safety Policy
- Equality & Diversity Policy
- Anti Bullying & Harassment Policy
- Grievance Policy

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Date:.....

- Responsibilities Delegated to Parish Clerk
7. Marchington Woodlands Permanent Agenda Item - *None*
  8. Forestside Permanent Agenda Item - *None*
  9. Other Organisations –To receive reports from outside organisations.
    - a) ESBC - *None*
    - b) Staffordshire Police – No report received but PCSO has informed the clerk that they are considering phasing out Parish Council reports. Rural crime questionnaire has been circulated to Cllrs.
  10. To consider planning applications and receive planning decisions, review planning appeals and enforcement issues.
    - a) **Planning Applications Received**
      - i) **P/2023/00632 - Proposal:** Demolition of existing outbuilding to facilitate the erection of a dwelling **Location:** Land rear of, The Community Shop, Church Lane, Marchington, Staffordshire, ST14 8LJ **Grid Ref:** 413689 330733 **MPC Comments:** Following discussion in which concern was expressed about the possibility of increased flooding resulting from the proposed development, and the requirement of the Marchington Neighbourhood Plan Policy DP2 to consider flood mitigation it was decided that the clerk & Cllr Mann would write up comments based on the above which would be circulated to all Cllrs for approval prior to submission. **Action: Clerk & Cllr Mann.**
    - b) **Decisions Received**
      - i) **P/2023/00652 - Proposal:** Installation of a map lectern **Location:** Verge Near to Village Hall, Tinkers Lane, Marchington Woodlands, Uttoxeter, Staffordshire, ST14 8PF **Decision:** Permitted
      - ii) **P/2023/00593 - Proposal:** Installation of a map lectern. **Location:** Hilssea Crescent, Marchington, Uttoxeter, Staffordshire, ST14 8LR **Decision:** Permitted
    - c) **Enforcement Updates** – None
  11. Council owned property - To receive reports & action if required.
    - a) Play areas and outdoor park areas safety checks -
      - i) Silver Lane playground monthly safety report - Cllr Mann reported that the main gate needs lifting, play area gate and a bench needs attention, the board rider is out of action. **Action: Handyman to attend to repairs noted.**
      - ii) Update on Board Rider repairs – Replacement parts have been purchased. **Action: Clerk to get quotes from contractors to fix.** Review of the inspection routine postponed till September meeting. **Action: Clerk to add to September agenda.**
      - iii) Forestside playground and football pitch monthly safety report - Cllr Glover reported that the footpaths need weed killer, grass and hedge need cutting and some rubbish noted on playground. **Action: Handyman to attend to issues reported.**
    - b) Marchington Village Hall - Cllr Mann reported that the new canopy trusses are in manufacture. Village Hall Committee has a busy season of upcoming fundraising events including Hansons valuation, visits to Marchington Hall, Motown Night and a brass band as well as MADS in November.
    - c) Cricket Club, Chair
      - i) Hedge – to consider legal advice if received. (Item moved to Closed Session at the end of the meeting)
      - ii) Driveway update – UCC have not had a meeting to discuss yet but have said it would be helpful if the Parish Council made a proposal. Clerk is getting quotes for repairs & full replacement. UCC has 50% responsibility for costs **Action: Clerk to find out if the other users of the drive have any liability for maintenance costs.**
  12. Highways & Footpath issues, Chair
    - a) Highways issues
      - i) A50 Diversions onto B5017 & resident’s petition – Cllr Atkins and MP have responded to concerns from the Parish Council. It appears that the contractors consulted with Draycott Parish Council about the diversion but not Marchington and didn’t consider that drivers would inevitably use a shorter route through the village and B5017. **Action: Clerk to thank MP for response and ask for a meeting with contractors to discuss options to mitigate.** Residents petition was discussed, it was decided that it would be left to individual Cllrs to sign if they wished.
      - ii) Overgrown hedges – most have now been cut back. Noted that hedge in Bag Lane overgrown and hedge/trees bordering Church Lane also. **Action: Cllr Mann to talk to resident re Bag Lane. Action: Clerk to report Church Lane to SCC.**
      - iii) HGV’s on Marchington Cliff – Cllr Atkins responded to parish council that he is not in favour of 7.5t weight limit here currently. Cllrs noted that there have been number of accidents there recently but recognised the need for farm traffic to use the road.
      - iv) Boulders at Thorney Lanes – Reported to SCC & PCSO but no action has been taken.
      - v) Visibility & signage at the Chapel Triangle – overgrown tree reported by resident and has been cutback by SCC Highways. Signage issue postponed until September meeting. **Action: Clerk to add to agenda.**

Resident (CSW team volunteer) asked for speed indicator signs to be considered. Chair agreed that this will be added to September agenda.

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- b) Footpath & Bridleway issues
- i) Forestside update - Evans Group have responded positively to the proposal for a permissive path to Marchington village.  
**Action: Clerk to contact landowner to progress proposal.**
- ii) Bridleway on Forest Banks – Closed for tree cutting. Parish Council not notified in advance and have queried SCC RoW about this.
- ii) Stile on Marchington FP 45 needs repair. **Action: Cllr Mann to ask Handyman if he has a suitable sleeper.**
13. Flooding, Chair
- a) Embankment update – In response to queries raised by the parish council the Environment Agency (EA) has clarified the following:
- There has been no transfer of ownership, the land remains with the current owner.
  - The landowner and the EA will have access to the embankment with restriction on its use designed to protect it.
  - The access gate in Church Gate will be locked with the EA having the key.
  - The embankment will be fenced off to protect it.
  - The embankment will be protected by the Environmental Permitted Regulations and so any damage to it would be a legal matter. Grazing will not be permitted.
- b) Industrial Estate update – The EA consider that the clearing of the Ind Est. drains and subsequent ditches will not negatively impact the village.
- c) HMP Dovegate ditch – The groundsman has confirmed that the ditch between their land and the field alongside Green Lane is owned by Serco.
14. Severn Trent Report, Chair – Clerk has not received any information from Severn Trent therefore item postponed to September meeting. **Action: Clerk to add to September Agenda**
15. Marchington Bus Route, Chair – Resident reported that the bus company operating the Marchington bus route, used by local school children, decided that due to the low branches in Bag Lane that they could no longer use the bus stop in the village. Following complaints from resident and the clerk, Cllr Atkins has notified the parish council that SCC Highways are taking action and will get trees cut by the start of school in September. In the meantime, the bus company have said that they will use single decker buses to access the route as normal.
16. Map Lecterns & Noticeboards, Chair
- i) To review & approve maps. – Cllrs approved the map graphics subject to minor amendments to Woodlands & Forestside Maps. **Action: Clerk to make amendments and sign off design.**
- ii) To discuss installation of map lecterns & noticeboard – The position of the lectern at MVH needs to be discussed with the VH committee. **Action: Cllr Mann to discuss with VHC Action: Clerk to send dimensions of map lectern to Cllr Mann. Action: Clerk to get quote from Wainwright Rhodes Design for installation of the map lecterns.** Handyman to install the Silver Lane noticeboard when delivered. **Action: Handyman**
17. Finance, Chair
- a) Insurance Renewal – It was noted that the renewal premium quote has increased by 11.5% & cyber cover has been removed. Cllrs voted to accept the quotation. It was noted that this is the last year of a 3-year agreement with insurers.
- b) To authorise payments as listed in Appendix A  
Proposed – Cllr Mann  
Seconded – Cllr Tomkins
- c) Quarterly accounts check recently carried out. Cllr Hayes reported no issues but asked Councillors to ensure they sign both the cheque and the stub.
18. Handyman Insurance & Contract, Chair – SPCA have advised that the handyman should have both a contract and Public Liability (PL) insurance. Cllr Mann reported that the handyman is arranging PL Insurance cover. Copies of a draft contract and work schedule had been previously circulated to Cllrs for comment. Cllr Hayes asked if the Woodlands could be added to areas listed under General Duties. It was noted that currently the PC owns the strimmer used by the handyman and, to relieve the PC of the maintenance responsibility, ownership could be transferred to the handyman when contract has been signed. All voted in favour. **Action: Clerk.** Councillors will consider increasing Handyman's rate of pay to contribute towards PL insurance cost.
19. Rural Crime, Chair
- a) Invitation to Cllrs received from Draycott-in-the-Clay Parish Council to join their September meeting when Insp. Scott Gidman will be attending. It was decided that Cllr Morgan and Cllr Glover & Cllr Hayes will attend on behalf of Marchington Parish Council. **Action: Clerk to thank Draycott PC & accept invitation**
- b) Joint letter with other local Parish Councils - Hanbury is interested. **Action: Clerk to check with Draycott and Newborough.**
20. Parish Council Vacancies - Chair reported some interest but no applications as yet. Chair asked for Cllrs to keep talking to residents about this and hopefully there will be applications for co-option soon.

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21. Clerk's Report (previously circulated) was accepted.

22. Correspondence and emails, Clerk

- a) Eddison Young people –request to attend September Parish Council meeting to talk to Councillors & residents about Woodleigh House and potential change of use to children's residential care home. **Action: Clerk to invite to meeting.**
- b) Annual Local Government Event – forwarded to Cllrs
- c) CPRE – Hedgerow Heroes Project – forwarded to Cllrs
- d) Cllr Atkins – SCC Travel Survey – forwarded to Cllrs & posted on Facebook page
- e) Staffordshire Police Crime Survey – forwarded to Cllrs & posted on Facebook page
- f) ESBC Survey regarding local outdoor sports facilities - completed and submitted
- g) Health & Wellbeing Officer appointed at SPCA
- h) New Chief Executive Officer at SPCA
- i) Woodlands Resident - copy of their comments on the Turkey Farm extension planning application. **Action: Clerk to forward to Cllrs**
- j) Resident – objections to decision to cut the hedge at the cricket club – Forwarded to Cllrs.

23. Urgent items for input onto 12<sup>th</sup> September agenda

CSW & SID's  
Community Funds

24. **Closed Session – Press and Public to left before commencement.**

Item 11. c) i) Councillors considered legal advice received from NALC. It was resolved to seek further advice. Councillors accepted that there may be costs of up to £500 for further advice.

**Meeting ended at 21.42pm**

## Date of next meeting 12<sup>th</sup> September 2023

Appendix A - August 2023					
Date	Monies received:	£			
01/07/23	RBS Gold Account Interest	£60.88			
	<b>TOTAL OF RECEIPTS</b>	<b>£60.88</b>			
Invoice Date	Invoices/Money to be paid out:	Net	Vat	Total	Chq No
31/07/23	Perennial Landscapes Ltd - Inv. 6780	£530.12	£106.02	£636.14	2627
31/07/23	Handyman wages	£189.00	£0.00	£189.00	2628
31/07/23	Clerk Salary	£568.40	£0.00	£633.78	2629
31/07/23	Clerk travel & expenses (includes parts for playground & CSW post fixings)	£58.35	£7.03		
04/08/23	A J Gallagher Insurance Brokers - Annual Insurance Renewal Premium	£1,792.95	£0.00	£1,792.95	2630
	<b>TOTAL OF PAYMENTS</b>	<b>£3,138.82</b>	<b>£113.05</b>	<b>£3,251.87</b>	
	<b>As of 31st July 2023</b>				
	Current Account	£1,004.23			
	Gold Account	£35,118.25			
	Solar Account	£59,063.52			
		<b>£95,186.00</b>			

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