



**DISTRICT OF CANNOCK CHASE
COUNTY OF STAFFORDSHIRE**

Chairman: Councillor P A Fisher
55 Birch Lane
Brereton
Rugeley
WS15 1EJ

Acting Parish Clerk: Mr P Harrison JP BA (Hons)
c/o Brereton and Ravenhill
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27 October 2021

Dear Councillor

Parish Council Meeting – 7:30 pm on Tuesday 2 November 2021

You are requested to attend the Parish Council meeting being held at 7:30 pm on Tuesday 2 November 2021 in the Brereton and Ravenhill Parish Hall, Main Road, Brereton

The Chairman of the Council will give members of the public an opportunity to ask questions or make statements outside of the formal meeting.

Yours faithfully


Peter Harrison
Acting Parish Clerk

To: All Members of the Council

AGENDA

1. Declarations of Interest
2. Apologies
3. Minutes – To approve as a correct record the attached minutes of the meeting held on 5 October 2021
4. Appointment of Vice-Chairman

5. Casual Vacancy – No poll has been requested and it is a matter for the Council to consider co-opting a person to replace Mr Gerald Molineux
6. Amazon Liaison Committee (8 November 2021) to appoint a representative to replace Mr Gerald Molineux
7. Bus Services
8. Police Matters
9. Remembrance Sunday Arrangements
10. HM The Queen – Platinum Jubilee (2 to 5 June 2022)
11. Reduction of Speed Limit – Armitage Road – Consultation
12. Closure of Colliery Road from Birch Lane to Stile Cop Road (from 15 November)
13. HS2 Liaison Meeting – To consider a date for the Council to meet representatives of HS2 for an update
14. Sewage Incident Armitage Lane
15. Planning Committee – To approve the minutes of the meeting held on 5 October 2021
16. Parish Hall and Property Management Committee – To approve the minutes of the meeting held on 7 October 2021
17. Finance and Management Committee – To approve the minutes of the meeting held on 7 October 2021
18. Members' Items
19. Exclusion of Public
20. Recruitment of posts of permanent Parish Clerk and Internal Auditor
21. Date of Next Meeting – Already agreed 7 December 2021

BRERETON AND RAVENHILL PARISH COUNCIL

A meeting of the Parish Council was held in the Parish Hall at 7:30 pm on Tuesday 5 October 2021

Present:

Councillors: Alderman R Easton (in the Chair), K Ansell, Alderwoman Mrs P A Ansell, Mrs M Easton, Mrs G Harvey, J C Harvey, D R Johnson and T A Jones

In attendance: Mr P Harrison Acting Parish Clerk and County Cllr P Kruskonjic

Prior to the commencement of the meeting the Chairman

1. CHAIRMAN

Due to the absence of the Chairman and vacancy in the office of Vice-Chairman it was:

RESOLVED:

That Alderman Cllr R Easton be elected Chairman for the meeting

2. DECLARATIONS OF INTEREST

No declarations were given at the start of the meeting

3. APOLOGIES

Apologies for absence were received from Cllrs Mrs J Brown, P A Fisher, Mrs W Fisher, Mrs L Johnson and District Cllr G Molineux

4. MINUTES

RESOLVED:

That the minutes of the meeting held on 7 September 2021 be approved and signed as a correct record

5. NOTICE OF CASUAL VACANCY

It was reported that Mr G Molineux had resigned as a Parish Councillor resulting in a Casual Vacancy. Following consultation with the Returning Officer the Acting Parish Clerk had arranged for the vacancy to be advertised in the normal way. The closing date for electors to demand a by-election was 8 October 2021

RESOLVED:

That the Council note the position regarding the Notice of Casual Vacancy and, as a consequence:

- a) Consider the appointment of a Vice Chairman at the next meeting of the Council
and

- b) To ensure there are sufficient members authorised to deal with banking matters the mandate with HSBC be amended to include the following names:

Cllrs R Easton, Mrs M Easton, P A Fisher, Mrs G Harvey, D Johnson and Mrs L Johnson and Council officer Mrs R Davies subject to spouses not being authorised to sign each other's cheques

6. **BUS SERVICES**

No further correspondence had been received from the MP or D & G Bus Ltd. This issue remained of considerable concern to the Parish Council and parishioners in general. One member of the public had attended the meeting to advise member of particular difficulties she was facing due to withdrawal of services

It was agreed that this continue to be kept under review with a standing item on future Council agendas

It was noted that the Finance and Management Committee was continuing to deal with matters relating to the removal and or relocation of bus shelters

7. **TREES ABOVE MAIN ROAD AND BEHIND BEECHES ROAD**

It was reported that County Highways had advised that it would not undertake programmed inspections to assess the condition of the trees but would monitor as part of its normal highway inspections

RESOLVED:

That it be noted that the County Cllr would request the Highway Authority to write to the landowner pointing out concerns regarding the trees

8. **POLICE MATTERS**

The Acting Parish Clerk reported that he now had the current local police contacts and they had been invited to this and future meetings. There was disappointment that there was once again no police presence at the meeting and no report of police activity

9. **COMMITTEES**

RESOLVED:

That the minutes of the following committees be approved:

Planning Committee – held on 7 September 2021

Parish Hall and Property Management Committee – held on 9 September 2021

Finance and Management Committee – held on 9 September 2021 and Cllrs D Johnson and Mrs L Johnson be included as Committee members

10. PARKING OUTSIDE HOB HILL AND REDBROOK HAYES SCHOOLS

Cllr T Jones raised concerns about parking outside schools and the safety of pupils. It was considered that indiscriminate parking was an obstacle which could prevent emergency services such as Fire Engines attending an emergency. This was a widespread problem. It was considered that some limited enforcement by police or parking enforcement officers may have an impact, but this may not be long lasting

It was agreed that the police be thanked for giving publicity to this problem and they be requested to take some positive action alongside parking enforcement officers

11. PARK BENCHES

Brereton Millions had been asked to consider contributing towards the future costs of maintaining the benches. A response had received stating that the benches were maintenance free and no funding would be provided

Further liaison was continuing regarding the proposed siting of the benches. A plan would be circulated to members for them to propose locations

12. BANKING ARRANGEMENTS

With reference to Minute 5 b) above it was agreed that enquiries be made into securing alternative banking arrangements and further consideration be given to this upon appointment of a permanent Parish Clerk

13. PLANNING APPLICATION CH/21/0083 - CHANGE OF USE TO MIXED USE FOR STABLING OF HORSES AND AS A RESIDENTIAL CARAVAN SITE FOR 1 GYPSY FAMILY WITH 2 CARAVANS INCLUDING NO MORE THAN 1 STATIC/MOBILE HOME

Even though this application had been refused Members of the Council expressed continuing concern regarding the use of this site and the possibility that it might become an encampment for travellers

The Parish Council had objected strongly to the original planning application for provision of stables citing 6 reasons which had not been accepted by the planning authority

It was agreed that the situation be monitored with the intention that enforcement action should be taken as necessary

14. CLLR MRS P A ANSELL

Reference was made to the Aldermanic status of Cllr Mrs Ansell and it was agreed that her title be recognised in Parish Council publications

15. ADVICE SERVICES

It was agreed that posters advertising the Cannock Chase Advice Centre and Free Professional Debt Advice be placed on the Council Noticeboards

16. **WAR MEMORIAL LAND**

It was reported that the landowner had confirmed that they wished to proceed with transfer of the land to the Parish Council and this would continue to be processed

17. **EXCLUSION OF PUBLIC**

RESOLVED:

That the public be excluded from the meeting due to the confidential nature of the business to be transacted

18. **RECRUITMENT OF REPLACEMENT PARISH CLERK AND INTERNAL AUDITOR**

The Acting Parish Clerk informed the Council he had received a quote from a company that had expressed an interest in performing the role of internal auditor. The Parish Clerk vacancy had been advertised further and one expression of interest was being followed up

RESOLVED:

That the proposal for internal audit services be approved in principle and the company be requested to provide terms for an initial financial overview to assist the new Clerk when appointed

(Alderwoman Cllr Mrs P A Ansell declared an interest in this matter)

That the position regarding recruitment of a new Clerk be noted

19. **NEXT MEETING**

As agreed previously this would be held on 2 November 2021

The meeting ended at 8:55 pm

Signed:

Dated:

BRERETON AND RAVENHILL PARISH COUNCIL

Minutes of a meeting of the Planning Committee held in the Parish Hall at 8:55 pm on Tuesday 5 October 2021.

Present

Councillors: T A Jones [Chairman], J C Harvey and D Johnson

Mr P Harrison Acting Parish Clerk, was also in attendance.

1. DECLARATION OF INTERESTS

None

2. APOLOGIES

Apologies for absence were received from Councillors P A Fisher, Mrs W Fisher and Mrs L Johnson

3. MINUTES

RESOLVED:

That the minutes of the meeting held on 7 September 2021 be approved and signed as a correct record.

4. PLANNING DECISIONS

There were no decisions to report

5. PLANNING APPLICATIONS

There were no planning applications to report

6. FORMER CEDAR TREE HOTEL

It was noted that Reserved Matters had been approved regarding the development. However, there was no information in respect of any progress regarding implantation of the approved plans

7. LANDSCAPING CONDITIONS – LAND AT JUNCTION OF ARMITAGE ROAD AND NOOKS CROFT

It was agreed that the Planning Authority be requested to confirm the arrangement for enforcing planning conditions relating the landscaping at the entrance to the housing development

8. COMMONWEALTH GAMES

For information, it was noted that a Planning Application had been received for developments in connection with providing facilities for the mountain biking event that was to be held as part of the 2022 Commonwealth Games. This site was within Brindley Heath Parish Council and Rugeley Town Council areas

The meeting ended at 9:05 pm

Signed:

Dated:

BRERETON AND RAVENHILL PARISH COUNCIL

Minutes of a meeting of the Parish Hall and Property Management Committee held at the Parish Hall, Ravenhill Park, Brereton, on Thursday, 7th October 2021.

Present

Alderman R Easton [Chairman], Councillors K Ansell, Mrs P Ansell, Mrs DM Easton, Mrs G Harvey, JC Harvey and Mrs L Johnson.

An apology for absence was received from Councillor DR Johnson.

Mrs R Davies [Committee Clerk] was also present.

1. DECLARATIONS OF INTEREST

There were no declarations of interest given at the commencement of the meeting.

2. NEWMAN GROVE ALLOTMENTS

The Chairman welcomed Mr Jim Cusack [Allotments Superintendent] and Mr Rob Paul [allotment holder] to the meeting.

The Chairman gave an update on the rodent problem to the Committee and the two allotment holders present. Mr Cusack and Mr Paul stated that the problem was now resolved and allotment holders had been using highly effective rat poison. The question of Plot 12 arose, the late Stuart Murphy's plot. Other allotment holders had been approached and had been asked whether anybody would be interested in taking over the plot. None were forthcoming. The plot had been cleared, primarily by Stuart Murphy's family – there was a minimal amount still to be removed.

The Chairman outlined the position with regard to the rodent boxes that had been left by Pest Direct Services. The contract with that Company had expired and the Committee Clerk informed the meeting that she had sent a letter asking Pest Direct Services to remove the rodent boxes and that the Committee did not wish to renew the contract.

Councillor DR Johnson had volunteered at a previous meeting of the Committee to purchase 6 rodent boxes and bait.

The Committee were in agreement that the allotment holders did a good job and this was very much appreciated by the two allotment holders present.

Attention then turned to Plot 2 – the plot which was looked after by Barry Taylor. Mr Cusack and Mr Paul confirmed that this plot had been overgrown for years and the Chairman had offered to take the digger to the allotments to try to dig over the allotment allocated to Mr Taylor. The two allotment holders confirmed that a digger was not needed. The Chairman confirmed that he would visit Mr Taylor to see if he could be of any assistance with regard to clearing up the allotment.

At this point in the meeting, Mr Cusack raised the question of the track/footpath through from Hindleys Bakery which seemed to be a troublesome spot and a gathering place for local youths. Vandalism had taken place at the allotments – broken greenhouse windows.

The Chairman suggested a 'kissing gate' on the track/footpath but did stress that the land did not belong to the Parish Council, it was the responsibility of the County Council – it was a public right of way. The Committee Clerk was asked to contact Highways to ask whether permission could be given for the Parish Council to put in place a 'kissing gate' on the track/footpath and also to be responsible for the land.

The Chairman thanked Mr Cusack and Mr Paul for attending the meeting.

3. MINUTES

RESOLVED

That the minutes of the meeting held on 9th September 2021, be approved and signed as a correct record.

4. MATTERS ARISING

↓ **Provision of a Bar**

The Chairman reported to the Committee that he had made enquiries of the District Council regarding a licence for the provision of a bar at functions held at the Parish Hall. He was told that the Parish Council would need a licence if selling alcohol regularly. To supply a licence would cost £400 - £800. The Chairman was told that if alcohol was sold at the Parish Hall, on an occasional basis, then the licences that the Parish Council held for the Parish Hall would cover this. Personal Licence Holders could sell alcohol once or twice a month. Training for Personal Licence Holders should be undertaken. Councillor Mrs L Johnson believed that the training could be completed on line. She also volunteered to look into the matter and report back to the next meeting. The cost of a Personal Licence is approximately £90.00.

↓ **Discount – Natalie Ashworth [child's birthday party]**

The Committee Clerk raised the question of a discount for one of our regular hall users - Natalie from 'Through the Stage Door'. She was hiring the hall for a birthday party for her own child.

RESOLVED

That a 10% reduction in the fees could be made.

↓ **Electricity and Gas Contracts for the Parish Hall**

The Chairman stated that he had negotiated new contracts for gas and electricity.

5. PARISH HALL PROGRESS REPORT

The Committee Clerk reported on the amount of hire fees to 30th September 2021. She stated that bookings had been steadily rising with a couple of new groups and more children's parties.

6. FINANCE REPORT

The report of John Smith, showing the income and expenditure of the Parish Hall as at 30th September 2021, was submitted for information and noted.

7. DATE AND TIME OF NEXT MEETING

RESOLVED

That the next meeting be held on 4th November 2021, at 7.30 p.m.

[Chairman]

BRERETON AND RAVENHILL PARISH COUNCIL

Minutes of a meeting of the Finance and Management Committee held at the Parish Hall, Ravenhill Park, Brereton, on Thursday, 7th October 2021.

Present

Councillors Mrs DM Easton [Chairman], K Ansell, Mrs P Ansell, Alderman R Easton, Mrs G Harvey, JC Harvey and Mrs L Johnson.

An apology for absence was received from Councillor DR Johnson.

Mrs R Davies [Committee Clerk] was also present.

1. DECLARATIONS OF INTEREST

There were no declarations of interest given at the commencement of the meeting.

2. MINUTES

RESOLVED

That the minutes of the meeting held on 9th September 2021, be approved and signed as a correct record.

3. MATTERS ARISING

Bus Shelters

The Committee considered whether three bus shelters needed dismantling, particularly the new one in Setterfield Way.

RESOLVED

That the bus shelters be left for the time being and the position would be reviewed in five or six months time.

4. BANK MANDATE

The Committee Clerk reported that she had been in contact with HSBC and they had assured her that Bank Mandate Forms would be sent in the post for completion.

The question of signatories on the Parish Council accounts was discussed.

RESOLVED

1. That the following persons be included on a new Bank Mandate:-

Alderman Ray Easton
Councillor Mrs DM Easton
Councillor PA Fisher
Councillor Mrs Lucy Johnson
Councillor DR Johnson
Councillor Mrs G Harvey
Mrs Ruby Davies [Committee Clerk]

2. That two signatories are required on cheques for payment.

5. **ACCOUNTS FOR PAYMENT**

A schedule of accounts for payment was circulated.

RESOLVED

That authority be given for the payments included on the submitted schedule.

6. **FINANCE REPORT**

The report showing the income and expenditure of the Parish Council as at 30th September 2021, was submitted for information and noted.

7. **DATE AND TIME OF NEXT MEETING**

RESOLVED

That the next meeting be held on 4th November 2021, at 8.15 p.m.

[Chairman]