



High Offley Parish Council

Minutes of the Meeting Held at 19:30 hours on Thursday 8th June 2023, at Woodseaves Village Hall.

Councillors Present.

E. Halls; D. Turpin; P. Haslop; R. Hockenhill; M. Smith; Staffordshire County and Stafford Borough Councillor M. Winnington, together with Clerk, John Dixon (SCC) and three members of the public.

Public Open Forum.

3 Members of the public present. No comments were made during public open forum.

23/071: To Receive any Apologies and Record any Absences.

Councillors P. Mason and M. Turvey

Councillor Scott Spencer (SBC) had been invited.

23/072: To Receive and Consider the Minutes of the Parish Council Meeting Held on Thursday 11th May 2023.

The minutes of the meeting held on Thursday 11th May 2023 were approved as a true and accurate record.

23/073: To Note any Declarations of Interest.

Councillor R. Hockenhill declared interest in item 23/075

Councillor M. Smith and D. Turpin declared interest in item 23/074

23/074: To Receive an Update on Shay Lane

Chair asked John Dixon whether he gave consent for his contact details to be forwarded onto the Clerk at Adbaston along with an update given during the meeting. John confirmed this was ok.

John reported:

- Friday 2nd June 2023 consent received for works to commence.
- Wednesday 7th June – consent received from the flood team at SCC, de-vegetation and clearing of the site began.
- 12th June 2023 - expecting work to formally commence for the old culvert to be removed.
- Timescale given of 15 weeks. John stated he was working to reduce this to 12.

John advised he would send out a link for members of the public to access communications relating to the plan for the scheme on 9th June 2023.

John reported the cause of collapse was due to weak layers of sand and clay and the new culvert is designed to last at least 100 years, and will be flood event-proof as part of the flood consent obtained.

Councillor P.Halsop reported members of the public had asked whether it would be closed to pedestrians during work taking place.

John confirmed it will remain open for pedestrians and cyclists.

Councillor M.Winnington asked Councillors if they thought it necessary to request for access to be kept for horse riders.

Councillors unanimously agreed this should be requested as long as it didn't impact on the time to complete. They accepted John's offer to install mounting blocks at site for horse riders who would need to dismount to cross.

Chair asked members of public for any comments. Members of public happy with the update John had given with no further questions.

Councillor M.Smith reported that large boulders had fallen into the brook. John replied he would request for these to be removed to avoid increased risk of flooding.

Chair thanked John Dixon for attending and giving an update. 7:45pm John and 2 members of the public also left the meeting.

23/075: To Receive an Update on Planning Application 23/37387/COU.

Chair reported the end date had lapsed prior to the meeting with no objections or comments made by councillors.

Chair informed councillors an application for **23/37078/REM** had been received prior to the meeting but after Agenda had been published. The application has an end date of 29th June 2023, before the next planned meeting.

There were no objections.

Concerns were raised on a separate matter regarding caravans and motor home storage that is visible from the Church. Councillor Smith stated he had previously contacted enforcement department at SBC. SBC reported back they were temporary and planning permission not required. Councillor Winnington requested Clerk to email him regarding planning permission concerns.

Action: Clerk to update planning portal.

Clerk to email Councillor M.Winnington regarding caravan and motor home storage at High Offley Stud Farm.

23/076: To Receive an Update Regarding Works at the Sewerage Plant in Moscow Lane.

Chair reported she had not received reply from Severn Trent.

Action: Councillor Halls to contact Darren Plant for update and to query whether they plan to resurface.

23/077: To Receive an Update on the Noticeboard at Shebdon.

Noticeboard now complete. Thanks given to Councillor M.Turvey.

23/078: To Receive an Update Regarding Bus Stop Concerns.

Chair gave brief description of parishioner's concern raised at the last HOPC meeting.

Action: Clerk to email M.Winnington to follow up.

23/079: To Receive an Update Regarding the Defibrillator Located by One Stop Shop.

Chair reported Ade from First Responders had been in contact following an inspection of the Defibrillator. He reported the case and Defibrillator were both in poor condition and suggested replacing both. Ade had advised there was power to the cabinet but not beyond. Phil had been to inspect the Defibrillator and there was a conflict of information from what was reported by first responders, Phil had reported power throughout.

Resolution: Councillors unanimously agreed to invite Ade from first responders to give an update and work through conflict of information.

Action: Councillor Halls to invite Ade to next HOPC meeting.

23/080: To Discuss Publishing Minutes on HOPC Website.

Chair asked Councillors whether draft Minutes should be posted on the website before being approved and signed at the following meeting.

Resolution: Councillors unanimously agreed to post minutes following their approval at the following meeting and agreed for draft minutes to be distributed within one to two weeks following the meeting.

Action: Clerk to distribute draft minutes to councillors within one to two weeks of the meeting taking place.

23/081: To Discuss and Consider CPRE Membership.

Chair asked whether Councillors wanted to consider taking out membership for CPRE.

Resolution: Councillors unanimously felt it would not be beneficial for HOPC to take out CPRE subscription.

23/082: To Discuss Highway Issues.

i) Councillor M.Smith stated he had reported the two large pot holes on the Shebdon to High Offley road and also reported 4 on Oldershaws lane – two of these have been repaired.

ii) Chair shared statistics received from the average speed cameras.

Month	Offences detected
Jul – 22	76
Aug – 22	66
Sep – 22	78
Oct – 22	79
Nov – 22	51
Dec – 22	43
Jan – 23	66
Feb – 23	58
Mar – 23	31
Apr – 23	38

iii) Chair reported the invoice for the S.50 application had been received and once payment is made the next steps are for approved contractors to contact SCC to apply for permission.

Actions:

- Clerk to put statistics on to HOPC website and email them to Councillor Winnington.
- Councillor Halls to share statistics on Facebook.
- Clerk to request list of approved contractors.

23/083: To Consider Finance Matters.

i) Councillor Halls read out payments to be approved.

- a) Staffordshire County Council Website Hosting.
- b) Staffordshire County Council S.50 Application.
- c) ICO GDPR License.
- d) Previous Clerk Salary.
- e) HMRC payment for previous Clerk.
- f) Councillor P.Mason Gift Engravement
- g) Councillor P.Mason Card
- h) Councillor D.Turpin purchase of Gift

ii) Clerk updated Councillors she was now a signatory with access to online banking.

Resolution:

- i) It was unanimously agreed to pay £728.32 for all payments to be approved. Payments (f) (g) (h) to come out of Chairmans budget.
- ii) It was unanimously agreed for Councillor Halls to be an additional signatory and previous Clerk to be removed.

Action: Clerk to remove previous Clerk as signatory and start process to instate Councillor Halls as signatory for approvals.

23/084: To Request Items for the Next Meeting Agenda.

The following items were requested for the Agenda for July's meeting along with all unresolved items: SIDS, Defibrillator, Moscow Lane.

23/085: To Confirm the Time and Date of the next High Offley Parish Council Meeting.

The time and date of the next meeting was agreed to take place at 19:30 hours on Thursday 13th July.

The meeting was closed by the Chair at 20:30hours.

B.Nicholls Clerk to Council. Thursday 8th June 2023.