

YOXALL PARISH COUNCIL

Minutes of the Meeting of the Parish Council
held on Thursday, 7th September 2023
in the Parish Hall, Yoxall

Present: P Hughes, D Muir, J William, P Bailey, M Arch, R Yapp,
R Keys, S Evans and P Bailey

Also Present: Two Members of the Public
J.Jones
R Young – Clerk to the Council

1) APOLOGIES

Apologies for absence were received from P Kitt and J Jessel.

2) CHAIRMAN'S ANNOUNCEMENTS

The Chairman, P Hughes, mentioned the following:

- Savey Lane Sign Update.
- Increase in traffic through Village due to work on the A38.
- Vehicle Speed Indicator Device – Need cost detail.
- New play equipment installed during July 2023.
- Road closure for Armistice Day.
- John Taylor School Presentation.
- St Peter's School Presentation.
- Best Kept Village Competition – Feedback awaited.
- P.C. Leathers Police Report.

3) DECLARATION OF INTEREST

- Declarations to be made when relevant matter raised.

4) TO APPROVE THE MINUTES OF THE PARISH COUNCIL MEETING HELD ON THE 6TH JULY 2023

It was proposed, seconded and agreed to approve the Minutes of the Parish Council Meeting held on the 6th July 2023.

Resolved: To approve the Minutes of the Parish Council Meeting held on the 6th July 2023.

5) **MATTERS ARISING FROM THE MINUTES**

- No matters raised.

6) **PUBLIC PARTICIPATION**

- Kieron Meredith, Registered Manager of Reeve End House, confirmed the Children's Home would open at the end of October 2023 and that a Gardener had been appointed.

7) **REPORT OF COUNTY COUNCILLOR AND BOROUGH COUNCILLOR**

a) **Report of County Councillor**

- No matters reported.

b) **Report of Borough Councillor**

Borough Councillor J Jones mentioned the following:-

- Grant/Funding Scheme with £1.5M Fund. Available throughout Borough for grants of £10K - £50K. Scoring system to be used and matched funding not required.

8) **PLANNING**

R Keys reported the following:-

Planning Report – July/August 2023

Applications

P/2023/00739 – 1 King Street – Conversion of storage building into one bedroom annexe. The property is within the Village Conservation Area.

2023/00733 – 1 King Street – Listed Building Consent for above works.

2023/00778 – Brackenhurst Farm, Newchurch – Listed Building Consent for repairs to external render and internal plaster work of bathroom.

2023/00770 – Barn Gate, Hadley Street – Erection of single storey rear extension.

2023/00813 – The Gables, Farm Yard Court, Hadley Street – Erection of a garden shed.

2023/00824 – Darley Oaks Farm, Sudbury Road – Extension of domestic outbuilding.

2023/00827 – Darley Oaks Farm, Sudbury Road – Listed Building Consent for the above works.

2023/00829 – Weaverslake Cottage Farm, Back Lane – Erection of detached garage and store above.

2023/00684 – Glebe Farmhouse, Morrey Lane – Listed Building Consent for repairs to external render with lime mortar to brickwork.

2023/00877 – Corner House Farm, Back Lane – Extension to existing storage building.

2023/00685 – Glebe Farmhouse, Morrey Lane – Removal of mortar and re-pointing with lime mortar.

2023/00900 – Redbank Farm, Maker Lane – A retrospective application for retaining a raised roof height and making changes to the second floor.

NB: This application follows a similar application which was refused in July.

2023/00433 – Green Acres, Upper Hoar Cross Road – Replacement of existing building with larger dwelling.

Decisions

P/2021/01357 – APPROVAL – Longcroft Farm – For Change of Use for office and showroom. Conditions apply re. number of vehicles allowed on site and showroom visitors will be by appointment only.

P/2023/00770 – APPROVAL – Malverna, Sich Lane – Front, side and rear extension.

Neighbourhood Plan

Discussions are ongoing with Urban Vision regarding possible amendments to our Neighbourhood Plan and a Housing Needs Survey and Assessment for the Village.

9) CLERK'S REPORT

a) Financial Controls and Bank Transfers

- The Clerk to progress the set-up of Parish Council Bank Transfers to operate in conjunction with cheque payments.
- M Arch circulated a Discussion Document with suggested process for dealing with Contractors as follows:-

DISCUSSION DOCUMENT

Suggested Process for Dealing with Contractors

1. Job is identified.
2. Advise potential contractors of work required to be done.
3. Ask for quotes to be sent to Parish Clerk.
4. Clerk to advise Councillors of job and quote details.
5. At P.C. Meeting, Councillors to select the most appropriate quote. Clerk to advise successful contractor.
6. Timescales for work to be agreed. Oversee completion of work.
7. Request invoice, to be checked against job specification. Invoice to be sent to Parish Clerk.
8. Prior to each Parish Council Meeting, Clerk to provide Councillors with full details and list of all invoices to be paid.
9. Council approves invoices at Parish Council Meeting and thereafter payments made electronically.

NB: For regular contractors, monthly invoices to be submitted and checked by Parish Clerk for work done when compared to original quote and hourly/daily rate. Any discrepancies to be advised to Chair of the Council.

Parish Clerk to update Councillors at each P.C. Meeting regarding the state of the P.C.'s finances under Agenda item which could be renamed Clerk's Financial Report and Correspondence.

Report to include monthly income and expenditure, plus updated cashflow.

Other Matters

Invoices for sums up to £250.00 could be agreed by The Chair and one other Councillor, independent of full Council.

Regular reviews of existing contracts could take place every two years. Process could commence in January 2024.

b) Correspondence

- J Jessel – Boundary Commission Review Draft.
- Groundwork UK Proposal – HS2 Fund Team – Decision Letter.
- SCC – Temporary Prohibition of Traffic – Sich Lane, Yoxall.
- Challans Partner – Peter Parry- Conservation Newt Ponds.
- SCC – “My Staffordshire”.
- Staffordshire Police – Parish Council Report (Tim Leathers).
- SPCA Newsletter.
- Staffordshire Archives and Heritage Newsletter.
- Staffordshire Fire and Rescue Service – National Drink and Drug Driving Week.
- J Jessel – A38 E-bulletin.
- SPCA Annual General Meeting – 30th October 2023.
- Matt Owen – Party Bingo.
- Kevin Masefield – Village Hall Door Installation.
- SCC – Concessionary Travel.
- Insurance Re-build Valuation of Village Hall obtained by R Keys.
- Letter of thanks for donation received from F Finch.

10) MATTERS IN PROGRESS OR REQUIRING FURTHER ACTION

i) Conservation Group

S Evans reported the following:-

Tidy up session planned for Saturday, 22nd July cancelled due to bad weather. Green Corridor tidy up session held on Saturday, 12th August. Attended by nine people in total. Much achieved in just a few hours. Next session Sunday, 24th September (10.00am-1.00pm) Goose Green – Burton Conservation Volunteers attending to continue pond clearance work and other seasonal work. (Councillor Muir will expand on this aspect).

The Challan Partnership (John Challan, Farmer) of Longcroft Farm has announced project for Newt Ponds in National Forest Area adjacent to Pendleton’s Parlour/The Rough. This is to be in conjunction with Staffordshire Wildlife and British Newt Society.

Initial contact made and the family are aware of YPC and Yoxall Conservation Group interest in this scheme. We are currently liaising with them in order that an article may be produced for The Fisherman and YPC website. Hopefully, in October 2023.

Conservation Group Funding – ongoing.

Footpaths

Paul Rochfort is meeting with me 22nd September to discuss/view footpaths/sites and options available. This will also include discussions about support via metal replacement gates.

Footpaths leaflet – meeting with Bryony scheduled for September.

New Bovis Contractors cleared 2 x footpaths on the Alexandra Drive estate in July. They are both used by walkers/villagers. Some tidying up required to the footpath at the rear of Alexandra Drive. Rubbish to be monitored.

Footpaths Funding – ongoing. (See note below). Quotation awaited from Maurice Buxton ref. maintenance work.

ii) Best Kept Village Competition

S Evans reported the following:-

BKVC Report for July 2023 Meeting

Best Front Garden Competition judged in August and prizes awarded to four winners by Councillor Muir. Total value of prizes £105.00 in Woodhouse Nurseries Vouchers. (Winners: 1st David Coulson, 2nd Chris Finnemore, joint 3rd David Pitts and Shirley Fisher).

Judging for BKVC 2023 finished. Promotional banners etc. removed. At time of writing, we do not know of Village success. Update at meeting on Thursday, 7th September. Awards Evening Wednesday, 6th September. Will be attended by Councillors D Muir and S Evans. Yoxall has won three places for children's supplementary competitions of BKVC poster (Grace Abell) Kings Coronation (Alice Furneaux and Felicity Gaffiney). All three will be attending awards event with their families. Thanks received from St Peter's School to YPC for organising/submitting and advising about entries.

BKVC Funding – ongoing.

- S Evans reported confirmation had been received that Yoxall had been awarded second place for the whole of Staffordshire with an award of £250.00

iii) **Riverside Regeneration**

D Muir reported the following:-

The Green Corridor Project

The Conservation Group had a session in the churchyard on 12th August and continued with the clean up of the south wall area. Neil Fleming has cut back the wildflower garden and has agreed to spray a couple of feet along the south wall perimeter with weedkiller. The area is full of saplings, brambles and nettles and it is an ongoing battle to control them.

It is hoped to plant some shrubs and trees around the churchyard and burial ground which are mentioned in The Bible with relevant passages, e.g. apply, fig, walnut, Judas tree, oak, mulberry, myrtle, bay, broom, etc. We already have blackberries and nettles in abundance! There are also many herbs mentioned in The Bible so it would be possible to have a herb garden with rosemary, myrrh, hyssop, rue, mint, dill, etc.

Thank you to the PC for removing all the debris that was put over the fence in the unconsecrated area. Any chance of a new compost area?

Goose Green

The grant application to HS2 for resurfacing the entrance to Goose Green has been turned down as we live too far from the construction sites. Further funding opportunities are being explored.

Burton Conservation Volunteer Group members are coming on Sunday, 24th September to help with the wildlife pond and any other maintenance required. The Conservation Group members have been advised and we hope for a good turnout.

The wildflower area has had its annual cut.

Tesco Community Fund

The application for funding from Tesco stores resulted in a grant of £500.00 being awarded as third place. This will go part way to funding one piece of equipment on Ferrers Field but more funds will be needed to install it. The costs of the equipment have increased dramatically since the original Sovereign quote.

iv) **Open Spaces**

P Kitt sent the following report:-

Ferrers Field

New equipment installed.

Graffiti on slide in small children's area and damage to bench. Ken has quoted £20.00 and £80.00 respectively to resolve and, subject to Council approval tonight, is scheduled to sort out next week. This expenditure was agreed.

£500.00 awarded from Tesco bag scheme towards outdoor gym equipment; thank you Diana.

Milne Holme Pingle

Interested party in donating a bench to replace one stolen by the river. Thank you again Diana.

v) **Village Hall**

J Williams mentioned the following:-

- Doors on order for Village Hall.
- New Yoga Group using Hall.
- Reclaimed mural from Methodist Chapel on Wood Lane which could be displayed in Village Hall. This was agreed.
- Request for assistance with regard to aspects of ESBC Lottery (Social Media and I.T.).

vi) **Burial Ground**

J Williams reported the following:-

- Unconsecrated section – Hedge cut back and ground work undertaken.
- Spoil soil to be used on new area to help level surface.
- Move compost to new location.
- Branch of tree over cremated section to be reviewed.

vii) **Roads and Pavements**

M Arch commented as follows:-

- Mobile Speed Camera used in Parish.

- Gave details of high powered cars and motorcycles travelling through Village at variable speed at different times. Recorded at 3.00am. M Arch to monitor.

viii) Website

M Arch reported the Website had been updated with planning and details of Goose Green. Requested details of any planned events in the Village for inclusion.

ix) Health and Safety – Health Services

R Yapp commented as follows:-

- YaPP has not met during summer. Next meeting is Tuesday, 26th September. Update on vaccines, both Autumn and Covid and Flu jabs will be at Pirelli Stadium at same time. Appointment dates to follow. Practice will contact housebound patients shortly.
- YaPP attended Health Event at Barton last month. Update at next meeting.

11) WISH LIST

P Bailey circulated to Parish Councillors an updated Wish List for review.

12) COMMUNITY

S Evans reported the following:-

In July, Councillor Hughes liaised with St Peter's ref. school award "Achievement" to be known as Ange Grandfield Award. Contact with school in August regarding BKVC competition winners. In September, school will be contacted about BKVC 2024, Conservation Group and their ongoing input. When results for BKVC 2023 are known, contact with Community will commence accordingly.

13) FINANCE

a) Cheque Payments

It was proposed, seconded and agreed to issue the following cheques:-

DATE	CHEQUE NO.	DETAILS	£
16/08/2023	506503	ESBC	121.30
16/08/2023	506504	Woodhouse Green Nurseries	165.00
16/08/2023	506505	Source for Business	174.40
16/08/2023	506506	Betzy's	160.00
16/08/2023	506507	Cancelled	0.00

16/08/2023	506508	J Francis	984.00
07/09/2023	506509	N Fleming	1,488.00
07/09/2023	506510	Ken's Countryside Landscapes	810.00
07/09/2023	506511	N Sutcliffe	50.00
07/09/2023	506512	DALC	420.00
07/09/2023	506513	HMRC (PAYE)	198.00
07/09/2023	506514	Parish Clerk	297.00
07/09/2023	506515	Parish Clerk's Expenses	37.20
07/09/2023	506516	Ken's Countryside Landscapes	288.00
07/09/2023	506517	Woodhouse Green Nurseries	1,331.00
07/09/2023	506518	Woodhouse Green Nurseries	105.00
07/09/2023	506519	R J Francis	1,182.00
		TOTAL:	£7,810.90

Resolved: To issue the above cheques.

14) DATE OF NEXT MEETING

- Thursday, 5th October 2023.

The meeting closed at 9.15pm

P Hughes
Chairman