

## BERKSWICH PARISH COUNCIL

### Minutes of Berkswich Parish Council Meeting held on Tuesday 4 April 2021 at 7.30 pm via Zoom

**Present:** Cllr Sue Francis (Chair), Cllr Margaret Crossland, Cllr Graham Kilford, Cllr Ann Millichap, Cllr Malcolm Millichap, Cllr Mike Pascoe, Cllr Ben Rowell, Cllr Alan Taylor

**In attendance:** Cllr Andy Cooper, Sue Fullwood as Clerk, One member of the public

#### Public question time

A member of the public had sent a letter jointly to Cllr John Francis of SCC, Cllr Andy Cooper of SBC and Cllr Sue Francis of Berkswich Parish Council regarding Milford Common, a copy of which had been circulated to all Parish Councillors. He reported that he had over 50 positive responses to copies he had sent out by email. There was some discussion regarding ownership of the toilet block and information hut – Cllr Cooper reported that there had been a problem with the Land Registry in establishing ownership and would chase SBC Planning for a response. Cllr Cooper also suspected that part of the roof may be asbestos. **Action: Cllr Cooper**  
Cllr Francis suggested a Milford Sub-Committee and asked for interested parties. Cllr Kilford and Cllr Pascoe agreed to be on the Sub-Committee.

There were no reports from Borough or County Councillors.

The member of the public left the meeting.

**21/43 Apologies** Cllr Kath Shubinsky, Cllr Liz Harrington-Jones

**21/44 Declarations of interest, dispensations, updates to register of interest forms**  
No declarations of interest or updates to register of interest forms had been received.

**21/45 Minutes of the meeting held on 2 March 2021**  
**Resolved** that the minutes of the Berkswich Parish Council meeting held on 2 March 2021 should be approved and signed by the Chairman.

**21/46 Matters arising from the minutes and not discussed as agenda items**

**21/46 i. Installation of Speed Indicator Devices (SIDs)** Cllr Kilford reported that delivery would be mid-late April, that he had located clips to attach the SIDs to the poles and Cllr Harrington-Jones had found someone that charged £60 each to erect them.

**21/46 ii. Bus Service for Walton** A response had been received and circulated – it was not financially viable for a Walton Bus Service.

**21/47 Financial matters**

**21/47 i. Bank Reconciliation Statement, Schedule of Payments, Cashflow Statement**

The documents were shared on screen by Cllr Rowell. The payments were approved and confirmed. The Chair viewed the bank statements and confirmed these to be correct.

<b>Berkswich Parish Council</b>				
<b>Month: MARCH 2021</b>				
<b>Receipts</b>				
<b>Total Receipts</b>		<b>£0.00</b>		
<b>Payments</b>	<b>Cheque No:</b>	<b>Gross Incl. VAT</b>	<b>VAT</b>	<b>Net</b>
Trent Grounds Maintenance	577	£1,398.00	£233.00	£1,165.00
Ardec Ltd	578	£180.00	£30.00	£150.00
Staffordshire County Council	579	£5,815.14	£0.00	£5,815.14
N B Rowell (Zoom fees)	580	£14.39	£2.40	£11.99
<b>Total Payments</b>		<b>£7,407.53</b>	<b>£265.40</b>	<b>£7,142.13</b>
<b>Total Funds</b>			Bank Account Adjusted for all Receipts & Payments	
Santander Investment Account		£0.00	Bank Statement 19 March 2021	£22,334.58
Teachers Building Society		£61,822.20		
Hampshire Trust Bank		£61,822.20		
Stafford Railway Building Society		£61,822.20	Total of Unpresented Cheques	£7,407.53
Yorkshire Bank (current account) B/Fwd	£22,334.58			
Add: Receipts this month	£0.00			
Less Payments this month	-£7,407.53			
Funds in C/A after receipts & payments		£14,927.05	Available C/A Funds to C/Fwd	<b>£14,927.05</b>
<b>Funds Available</b>		<b>£200,393.65</b>		

**21/48 Appointment and introduction of new Parish Clerk** Mrs Sue Fullwood had been appointed as the new Parish Clerk. Introductions were made and Sue was welcomed to the position.

**21/49 Planning matters**

**21/33907/HOU**

18 The Village, Walton on the Hill

Side and front facing two storey and first floor extension

**Resolved** That Councillors had no objection in principle to the remodelling and reorientating of this modest mid 20th century bungalow. **Action: Clerk**

**21/33986/HOU**

Hill View, Kitlings Lane, Walton on the Hill

**Resolved** That Councillors had no comment to make. **Action: Clerk**

**21/33769/HOU**

19 Cedar Way, Walton on the Hill

**Resolved** That Councillors accepted that the flimsy, lean-to structure against the gable end of the property was unsightly and did not object in principle to its proposed replacement. However, it considered that the proposed flat roof design of the new extension on this prominent corner site would be harmful to the visual amenities of the residential area. The Councillors recommended that a pitched roofline be substituted to better reflect the character of the area. **Action: Clerk**

**21/33811/HOU**

8 Oldcroft Road, Walton on the Hill

**Resolved** That Councillors had no objection to the proposals. **Action: Clerk**

**21/50 Maintenance, update on outstanding tasks**

**21/50 i. Notice board on Old Croft Road** Cllr Francis was unsure it had been done.

**21/50 ii. Damage to grass verges** The Parish Council would send a letter to Cadent asking when they were going to put right the damage caused. Clerk to prepare a draft letter. **Action: Clerk**

**21/50 iii. Damaged sign in Pine Crescent** Cllr Harrington-Jones had sent a letter as Acting Clerk and had received a reply asking for directions. **Action: Cllr Harrington-Jones**

An issue was raised regarding the pavement opposite 1 Holly Drive, that often pushchairs or wheelchairs could not pass between the hedge and the parked white van. Clerk to prepare a draft letter asking 19 Cedar Way to cut back the hedge.

**Action: Clerk**

**21/50 iv. Noticeboard on The Rise** Cllr Francis confirmed that this now opened, but that she had struggled to open the Milford noticeboard as she had one key, but there were two locks. Cllr Kilford would look if he had a key for the lock at the top. **Action: Cllr Kilford**

**21/51 Footpath/Roads**

**21/51 i. Jacob's Ladder footpath, damaged gates** The Parish Council were very grateful for all the work undertaken on the footpath by Mr Hazard. The Council resolved to support Mr Hazard regarding the use of the paths by cyclists. The gates had also been repaired. It was noted that the bank at Jacob's Ladder was showing signs of erosion. Gratitude to be expressed to Mr Hazard in the next newsletter. **Action: Clerk**

- 21/51 ii. Lane alongside Holly Bush Field** Concerns were raised about the speed of traffic along the lane. Situation to be monitored.
- 21/52 Land to the rear of Bluebell Hollow**
- 21/52 i. Impact on property** A complaint had been received that work at Walton Coppice had led to a house's fence leaning. Councillors would walk the length of the boundary to see the extent of the problem.
- 21/52 ii. Application to purchase part** It was resolved that the land could not be solved as there was a covenant in place and it belonged to the people of the parish. Cllr Taylor to bring more information to the next meeting. **Action: Cllr Taylor**
- 21/53 Trip rails along Main Road** TGM had said they had had difficulty mowing around the rails. The possibility of having wildflower turf was discussed and Cllrs Crossland, Francis, Shubinsky and Taylor would meet to discuss it further.
- 21/54 Environment Group Update** The Parish Council would be trialling flowers on the big grass verge in the first instance. The issue of litter bins at Milford Common was raised and whether it was possible for them to be reinstated. Cllr Cooper to raise it with SBC. **Action: Cllr Cooper.**  
The possibility of more anti-litter signs in the area was discussed and where they could be situated. Clerk to make enquiries regarding litter signs. **Action: Clerk.**  
Cllr Francis suggested reinstating the environment walk around the parish in September to see what needs repair/replacement.
- 21/55 Management of Walton Coppice** The price for a management plan was £1344 inc. VAT and Cllr Taylor recommended that it was accepted. The recommendation was passed unanimously. Cllr Taylor to draft a letter to Rob Keyser. **Action: Cllr Taylor.**
- 21/56 GDPR/Internet Security** Clerk to establish how to get Parish Council email addresses for Councillors so that they can keep personal emails separate. **Action: Clerk.**
- 21/57 Walton Village Hall Committee Update** Cllrs Pascoe and Kilford had attended the AGM via Google. Cllr Kilford had gained £12,500 in grants for the Hall. It had been agreed that a plaque in remembrance of Gill Bentley would be displayed in the Bromwich Room.
- 21/58 Agenda items for the next meeting**  
The next meeting would be the AGM which would take place on Tuesday 4 May 2021 at 7.30 pm via Zoom. Items for the agenda would include: Bluebell Hollow fence lines; Milford parking and improvement proposals; GDPR; and an Environment Group update. The Chairman thanked everyone for attending and closed the meeting at 9.10 pm.