



Fradley and Streethay Parish Council

Minutes of the Virtual Parish Council meeting held at 7:00pm on Tuesday

18 February 2021

Present: Councillors Simon Roberts (Chair) Alan Cope (Vice-Chair) Harry Warburton, Stan Whitehead, Glen Bown, Darren Peck and Jurgen Nijim

In Attendance: County Cllr Eagland, District Cllrs Mike Wilcox and David Leytham, Clare Orme (Clerk) and Wendy Hollinshead (Asst. Clerk).

The Chair welcomed everyone to the virtual meeting of the Parish Council and explained how the meeting would operate.

1. Minute Number 16/2021- Apologies for absence

None

2. Minute Number 17/2021 – Declaration of Members Interests

None

3. Minute Number 18/2021 - Public Speaking

a) Minute Number 18/2021/A – Public Speaking

No members of the public wished to speak.

b) Minute number 18/2021/B - District Council Representatives Report

Cllr Wilcox reported that Lichfield District Council had met this week and set the budget and precept for the year. LDC was able to balance its budget for the next 4 years but funding from Central Government is uncertain after year 1. There will be a budget gap unless new income streams are identified. The precept increase has been set at the maximum permitted which is approximately an extra £5 per household but LDC remains one of the lowest charging Councils in Staffordshire. The Lichfield Local Plan Review is pressing ahead and will be out for public consultation in March/April this year.

Cllr Warburton reported that LDC has undertaken a review of the public open spaces in the District which is available on the LDC website.

A travel survey is being undertaken by LDC including the impact of HS2 works on the road network surrounding Fradley and Streethay.

Cllr Leytham reported that LDC want as many residents as possible to sign up for the LDC newsletter in order to keep residents informed of the actions taken by LDC and engage residents to provide feedback to consultations.

c) Minute Number 18/2021/C –County Council Representatives Report

Cllr Eagland advised that she had given assistance to a resident concerning a dropped kerb.

A resident had contacted her about the parking restrictions on Burton Old Road wishing to have them changed for residents. The restrictions had been imposed approximately 5 years ago at the request of the Parish Council after the majority of residents had responded to a survey in favour of restrictions being imposed.

The double yellow lines for Halifax Avenue are being progressed and the Parish Council are best placed to collect the pledged funds and SCC will invoice the Parish Council when funds are required.

d) Minute Number 18/2021/D – Police Representatives Report

There were no Police Representatives present at the meeting and there was nothing to report.

4. Minute Number 19/2021-Variation to the Order of Business

Resolved: to vary the order of business to include: -

Urgent items added to the Clerk Report.

a. Names proposed by developer for land South of Ryknild Street, Fradley - Ashmore Lane, Woodfield Way, Woodland Walk, Ashwood Road

b. Yellow Lines Burton Road re Cllr England's Report

c. Barlow Drive hedge cutting – Consider writing to the resident giving notice that the hedge will be cut and the time frame.

d. Ignore the 4 items listed under the item 12, D Local Plan. The Local Plan is on the agenda for updates.

Extra Planning Items

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- a. **21/00189/FUL - Annexe At, Blackheath Farmhouse, Cowhill Lane, Fradley - Demolition of existing dwelling and erection of 1no four-bedroom dwelling house and detached double garage with first floor office.**
5. Minute Number 20/2021- To confirm and agree as a true record of the minutes of the previous Parish Council meeting held by Zoom on 21 January 2021
Resolved: The minutes of the Parish Council meeting on 21 January 2021 were confirmed and agreed as a true record.
6. Minute number 21/2021 to approve the notes from the Canal and River Trust meeting held on 3 February 2021.
Resolved: to approve the notes as a true record of the Canal and River Trust meeting held on 3 February 2021
7. Minute number 22/2021. Clerks Report
 - a. **FYCC update.** All of the Trustees and Directors have been written to, but no response had been received as yet.
 - b. **Update on acquiring land for a community building at Streethay.** Progress is being made with the help of LDC.
Resolved: To write to all interested parties to establish a Working Group to take the project forward and the first meeting of the Working Group to be arranged in the first week of March 2021.
 - c. **Update Watersmeet flooding problem.** Redrow Homes have been written to and a response is awaited.
 - d. **Update to the Yellow Lines Project on Halifax Avenue.** The meeting had been updated by County Cllr Eagland in Public Speaking.
Resolved: to invoice for the pledged money towards this project and ring fence the funds in readiness for SCC invoicing the Parish Council for the whole amount.
 - e. **Amendment to the HR Committee Meeting dates due to clashing with the Finance Committee Meetings- amend from 4 March 2021 and 2 September 2021 to 8 April 2021 and 7 October 2021**
Resolved: to move the HR Committee meetings to 8 April 2021 and 7 October 2021
 - f. **HS2 Phase 2a Consultation – Response Required by 19 February 2021 - to email received 5 February 2021**
Resolved: to make no response.
 - g. **Fradley Historic Group – Permission to install a plaque in memory of the Chairman of the Group on the bench on the triangle opposite the Church.**
Resolved: to offer residents memorial plaques to be placed on Parish Council owned benches. The Clerk will write a draft policy for approval at the next meeting.
 - h. **Consider a welcome page on the website for new residents to Fradley and Streethay with useful contacts etc.**
Resolved: to create a welcome page on the PC website aimed at signposting new residents to the local services.
 - i. **To consider the adoption of a stretch of canal towpath along with repairs/refurbishment of the canal towpath with the installation of benches etc**
Resolved: to add an item to the newsletter to see if volunteers can be found to undertake works and defer any decision until the next meeting.
 - j. **Damage to grass verge on Church Lane – Contractors have been advised to be careful of the grass verge and confirmation has been received that repairs to the damage will be undertaken as soon as possible.** Repairs had now been carried out and cones placed to protect the verge from further damage.
 - k. **Names proposed by developer for land South of Ryknild Street, Fradley - Ashmore Lane, Woodfield Way, Woodland Walk, Ashwood Road**



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Resolved: to comment that the names were too similar to existing roads in the area and could lead to confusion and other names would be preferred.

- I. **Yellow Lines Burton Road re Cllr England's Report** Cllr England had advised the meeting of the issues in Public Speaking.

Resolved: To not take any action at this time

- m. **Barlow Drive hedge cutting** – Consider writing to the resident giving notice that the hedge will be cut and the time frame.

Resolved: to reduce the height of the hedge to 6 feet and to notify the resident of the date the work will be carried out.

8. **Minute number 23/2021 Policies and Procedures for consideration**

- a) **Procurement policy and supplier List**

Resolved: to defer to the next meeting to consider amendments

- b) **Anti-corruption and Bribery Policy**

Resolved: To approve the draft Anti-corruption and Bribery Policy

9. **Minute number 24/2020 Update refurbishment of Streethay Play Park.**

The draft HS2 grant application had been circulated.

Resolved: To approve the draft HS2 grant application.

10. **Minute number 25/2021 Update Parish Council Office/Hub**

A response from LDC concerning funding is outstanding.

Resolved: to re-engage the planning consultants as soon as confirmation of funding is received from LDC

11. **Minute number 26/2021 Finance**

- a. **To consider the financial statements unaudited from 01 April 2020 to 28 January 2021.**

Bank Reconciliation as at 28.12.2020

| | |
|--------------------------|-------------------|
| Current Account | 114,056.82 |
| Reserve Account | 93,686.78 |
| Less unrepresented Chq's | <u>3,573.95</u> |
| Total | 204,169.65 |

Resolved: The Council approved the unaudited accounts from 01.04.2020 to 28.01.2021 and the supporting paperwork

- b. **To confirm payments for February 2021 as follows:**

| CHEQUE NO. | PAYEE | DESCRIPTION | AMOUNT | POWER |
|---|--|--|----------|-------|
| 101421 to 101423, Inc. DD for Nest Pensions | Salaries, Tax, NIC's and Pension Contributions | | 3,938.60 | |
| 101424 | SJL Landscapes Ltd | Monthly Ground Maintenance Contract | 2,026.08 | |
| 101425 | Infrastructure Planning Design Ltd | Planning Advice | 420.00 | |
| 101426 | CSnotepad | Covid Support Telephone Line | 19.75 | |
| 101427 | Staffordshire Parish Councils Association | Planning Training Cllr Bown | 30.00 | |
| 101428 | Vision ICT Ltd | Website hosting and Support April 2021 to March 2022 | 330.00 | |
| 101429 | D Beaumont | Handyman Contract | 250.00 | |
| 101430 | Ricoh | Photocopier rental | 105.35 | |
| DD | Plusnet | Telephone and Broadband | 39.60 | |

Resolved: the above payments were approved

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c. To confirm the Income January 2021

| DATE | INCOME FROM | DESCRIPTION | AMOUNT |
|------------|-------------|---------------|--------|
| 28.01.2021 | HSBC Bank | Bank Interest | 0.80 |

Resolved: the above income for January 2021 was approved.

12. Minute number 27/2021 Planning Applications for consideration and ratification

a)

| Application No. | Location | Proposal | Comments by |
|-----------------|--|--|---|
| 21/00132/REMM | Plot D104, Halifax Avenue, Fradley, Lichfield | Variation of conditions 3 (Landscaping) and 7 (Fencing) of application 19/01295/REMM | 12.02.2021 Extension given to 19.02.2021 |
| 21/00075/FUL | Ryder, Rykneld Street, Alrewas, Burton Upon Trent | Variation of condition 10 (Use of site) of permission 15/01196/COU relating to including commercial vehicles, trailers and LGV's to accurately align the condition with the commercial activity being undertaken at the premises | 16.02.2021 |
| 21/00210/HST | Manor House, Burton Road, Streethay, Lichfield | Approval of HS2 Schedule 18 Heritage Agreement Method Statement for recording and works proposals for the plunge bath | 21.02.2021 |
| 20/01439/REMM | Land Off Halifax Avenue, Fradley Park, Fradley | Reserved matters application for the erection of a new two phased 2FE primary school with MUGA, football pitch, external landscaping, car parking and associated facilities – AMENDED PLAND AND/OR ADDITIONAL INFORMATION | 24.02.2021 |
| 21/00189/FUL | Annexe At, Blackheath Farmhouse, Cowhill Lane, Fradley | Demolition of existing dwelling and erection of 1no four bedroom dwelling house and detached double garage with first floor office | 08.03.2021 |

Resolved: To make no comment on applications 21/00132/REMM, 21/00075/FUL and 21/000210/HST.

Resolved: to make further enquiry of the highway consultant in respect of application 20/01439/REMM and circulate to Councillors before responding.

Resolved: to make further enquiry in respect of application 21/00189/FUL and advise the clerk of any comments to be submitted

b) Consideration to grant Barrett West Midlands a temporary right of access to the Parish Council car park at the skate park/MUGA

Resolved: to request a virtual meeting with Barrett West Midlands to obtain further information.

c) Bellway Planning Application 20/01443/REMM alternate uses for the land

Resolved: Councillors to email all suggestions to the Clerk for collating and sending to Dist. Cllr Cross before the planning meeting.

e) Local Plan Review

Cllrs were updated in Public Speaking



13. Minute Number 28/2021 Items for information

- a) **SCC and Cllr Eagland – Emailed to Cllr’s and added to website and Facebook where appropriate.**
- b) Tuesday morning message 12 January 2021
- c) Warmer Homes support for families 12 January 2021
- d) Staffordshire Libraries January update 12 January 2021
- e) Covid-19 Vaccination Stakeholder bulletin 13 January 2021
- f) 4219184 Church Lane, Fradley - Temporary Traffic Regulation Notice Church Lane Fradley 13 January 2021
- g) Healthwatch Staffordshire Primary Care Survey now open 15 January 2021
- h) 4223916 Gorse Lane, Fradley Emergency Closure 15 January 2021
- i) Staffordshire Archives & Heritage update 14 January 2021
- j) Covid-19 weekly update for members 16 January 2021
- k) Stakeholder Update: Community Testing and Hotspots w/c 11.01.2021
- l) Covid-19 Member Update: Vaccination letters to over 80s 16 January 2021
- m) District and Borough Community Testing Sites 16 January 2021
- n) Stakeholder Update: Community Testing Hotspots 15 January 2021
- o) Covid Winter Grant Support Available in Staffordshire 18 January 2021
- p) Together were better Stakeholder Update 15 January 2021
- q) Elected Members Briefing 18 January 2021
- r) Community Testing Available from Tomorrow and Friday 20 January 2021
- s) Storm Christopher Briefing Note 22 January 2021
- t) Update – community testing availability – 21 January 2021
- u) Media Release: Make getting a test part of your weekly routine 24 January 2021
- v) Press Release – Gritters work around the clock 25 January 2021
- w) Community Testing & Hotspots w/c 25 January 2021
- x) Update Community Testing 26 January 2021
- y) Cases remain high and we all need to stick to the rules and get tested if out and about 26 January 2021
- z) Tuesday morning message 26 January 2021
- aa) Update: Community testing availability 28 January 2021
- bb) 4223306 Hay End Lane, Fradley – Temporary Traffic Regulation 1 January 2021
- cc) Media Release: More options to get tested as Covid cases remain high 2 January 2021
- dd) 4223308 Gorse Lane, Fradley – Temporary Traffic Regulation Notice 2 February 2021
- ee) Staffordshire Libraries February Update 2 February 2021
- ff) Serious Flooding in Fradley – update to resident from Cllr Eagland 2 February 2021
- gg) Staffordshire Dignity In Care Awards 2021 3 February 2021
- hh) FIB Meeting on Tuesday information – 3 February 2021
- ii) Let’s Get Testing 4 February 2021
- jj) Community Testing walk ins welcome 5 February 2021
- kk) Covid 19 Weekly update for Members 6 February 2021
- ll) Stakeholder Update Hotspots and Community Testing w/c 8 February 2021
- mm) Newly published decision: Home to school and college travel assistance – setting temporary vacant seat and post 16 travel contribution rates for academic year 2021/2022 8 February 2021
- nn) Update: Community Testing good availability 9 February 2021



- oo) **LDC and District Council Ward Member – emailed to Cllr's and added to website and Facebook where appropriate.**
- pp) Council leaders get rapid Covid-19 tests 12 January 2021
- qq) Media Release regarding outline design for Lichfield's new leisure centre 14 January 2021
- rr) Copy of email to Planning Enforcement from a District Councillor in relation to Planning Application 13/0063/OUTM and 19/00555/REMM
- ss) Information from Mike Brown on Darwin Hall Community Hall 15 January 2021
- tt) Burntwood Leisure Centre to be community testing centre 15 January 2021
- uu) Lichfield Community Lottery officially launches to good causes 19 January 2021
- vv) Council proposes tighter regulations for dog owners 21 January 2021
- ww) Council's Chief Executive announces decision to step down 21 January 2021
- xx) Good causes sign up to Lichfield Community Lottery 29 January 2021
- yy) Stakeholder Update: Community Testing & Hotspots w/c 1 February 2021
- zz) Reminder for gardeners to sign up for garden waste service 2 February 2021
- aaa) Grant Scheme opens up to more business 8 February 2021
 - i. LDC Weekly Planning Application Lists – 25 December 2020, 11 January 2021, 15 January 2021
- bbb) **Neighbourhood Alert – Updates added to the website and Facebook page**
 - i. Cuckooing – Reporting Suspicious Activities to Police 15 January 2021
 - ii. Crime Prevention Advice 15 January 2021
 - iii. Winter Driving Advice 15 January 2021
 - iv. How to prevent fraud 17 January 2021
 - v. Fraud and Scams 16 January 2021
 - vi. Advice on how to prevent catalytic converter theft 16 January 2021
 - vii. Wearing a Face Mask In Your Community 19 January 2021
 - viii. Theft of motor vehicle Lichfield – 19 January 2021
 - ix. Have your say on Local Policing by completing our survey 22 January 2021
 - x. Theft of a Peugeot 208 20 January 2021
 - xi. Design a Croods 2 inspired treehouse and win it for your local community 27 January 2021
 - xii. Covid-19 Vaccination Scam Alert 28 January 2021
 - xiii. Catalytic Converter Theft – Wall Island 28 January 2021
 - xiv. One week left to share your voice through our survey 1 February 2021
 - xv. Newsletter February Edition 3 February 2021
 - xvi. Spare wheels stolen from work van, Fradley 2 February 2021
 - xvii. Help keep our roads safe by going phone free 3 February 2021
 - xviii. Can you help police to disrupt County Lines activity? 4 February 2021
 - xix. Van Stolen – St Matthews Road, Burntwood 3 February 2021
 - xx. County Lines Drug Activity Information 4 February 2021
 - xxi. Suspicious Incident 7 February 2021
- ccc) Highways England Bulletins – 14 December 2020, 11 January 2021, 18 January 2021, 25 January 2021, 1 February 2021
- ddd) HS2 Update: HS2 works notification – Temporary Road Closure on Rock Hill near Hints 1 February 2021
- eee) HS2 Phase 2a consultation: West Midlands to Crew, February 2021
- fff) The Community Foundation for Staffordshire
 - i. Covid-19 Lockdown Appeal 13 January 2021

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- ggg) Staffordshire Parish Council Association – Bulletin 24 December 2020, 31 December 2020, 7 January 2021, 14 January 2021, 21 January 2021, 28 January 2021, 4 February 2021, 5 February 2021
- hhh) SPCA Bulletin Extra – NALC Statement re Handforth Parish Council 5 February 2021
- iii) Training, Funding and Services Newsletter January 2021
- jjj) Parish Council Training Courses to the end of March
- kkk) Parish News 16 January 2021, 25 January 2021, 1 February 2021, 6 February 2021
- lll) Public Sector Executive Newsletter 29 December 2020
- mmm) Email from resident in relation to Planning Application approval 19/01334/FULM 12 January 2021
- nnn) Plantscape welcome pack email 13 January 2021
- ooo) Plantscape – New bee friendly range 28 January 2021
- ppp) Plantscape our Christmas Trees have been a hit 3 February 2021
- qqq) Correspondence with L&G re Horner Avenue 18 January 2021
- rrr) The Community Foundation for Staffordshire Shropshire Lockdown Appeal 21 January 2021
- sss) HS2 –Notice of archaeology work off Cappers Lane 29 January 2021
- ttt) Letter sent on behalf of Vice Lord-Lieutenant of Staffordshire 1 February 2021
- uuu) Transforming the Trent Valley – Including an article on Your Magazine/online news 2 February 2021
- vvv) Transforming the Trent Valley – Including an article in your magazine/online news 2 February 2021
- www) The Rural Bulletin 2 February 2021
- xxx) 5 Ways to reduce costs and improve benefits of a new public toilet 3 February 2021
- yyy) Email from resident requesting further bins around the lake/balancing ponds on Turnbull Road, Poupard Drive and Violet Walk
- zzz) Armed Forces Covenant – Updated 3 February 2021
- aaaa) HS2 Phase 2a Annual Meeting Summary and Ground Investigations Newsletter 3 February 2021
- bbbb) Email from resident with regards to parking fines being issues by Staffordshire County Council to residents parking on Burton Old Road at Streethay
- cccc) News Information, Forums and Jobs Bulletin 5 February 2021
- dddd) HS2 Staffordshire County Council's Duty of Care email
- eeee) Email from resident – Litter Park Lane Huddlesford and Gorse Lane, Fradley
- ffff) Copied into email from resident – Re planning enquiry 19/01334/FULM
- gggg) Glasdon Information – Remove ice and snow with winter safety essentials 8 February 2021
- hhhh) Mallatite Speed Indicator Slow Down information 9 February 2021
- iiii) NALC on-line events newsletter 9 February 2021
- jjjj) NALC breaking News – Changes to the Local Council Award Scheme Criteria 9 February 2021
- kkkk) The Rural Bulletin 9 February 2021

Resolved: The Parish Council noted all of the above information.

14. Minute number 29/2021 Date of next Virtual Parish Council meeting

Resolved: Thursday 18 March 2021 at 7.00pm.

There being no other business the meeting closed at 9.31pm