Minutes of the Parish Council meeting held on

Tuesday 11th July 2023 at 7.30pm at

**Bradley Village Hall, Church Lane, Bradley ST18 9DY**

Attendees

Cllr P Oxley (Chairman) Cllr T Luck Cllr M Newman Cllr M Yarwood Cllr R Turner

Clerk – Nikola Evans

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| **1** | **To receive Apologies** Cllr M Rossi – Holiday – AcceptedCllr L Philips – Other - Accepted |
| **2** | **Minutes of the last meeting – EOM 6th June 2023** Accepted as a true record by all that attended, Proposed – Cllr Luck, 2nd – Cllr Yarwood. |
| **3** | **Declaration of Interests on agenda items –** None received |
| **4** | **To adjourn parish council meeting to allow for public participation –** None attended |
| **5** | **To receive an update on matters arising from previous minutes – Clerks report**See appendix 1 |
| **6** | **To receive reports on any new footpath, village maintenance or highways issues.**1. Grass cutting within certain areas of the village – it was noted that certain areas of the village are not being cut properly, a mess was made last time, nothing was done during May, one cut has been done at the beginning of June its now mid-July and there have been no further cuts:
* Malthouse Lane x2 areas
* Elm Drive
* Holly Lane

Clerk tasked to carry out the following:* Ask for a schedule of maintenance from Streetscene
* Obtain a quote from a contractor – JWH, to cut specific areas
* Add to the next meeting agenda for further discussion.
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| **7** | **To receive report on outstanding planning applications**

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| **Application Number** | **Site Address** | **Proposed Development** | **Action** |
| 21/34176/HOU | Bradley Hall Farm | Conversion and reinstatement of derelict building | **Status: DECIDED****Decision: ALLOWED** |
| 21/35263/FUL | Fosters Foliage | Change of use, self-storage containers | **Status: DECIDED****Decision: ALLOWED** |
| 21/35264/FUL | Foster Foliage | Glamping Site | Awaiting decision |
| 22/36312/FUL | Wells Farm Dairy | New maintenance and storage building | **Status: DECIDED****Decision: ALLOWED** |
| 22/35686/FUL | Finney’s House | Holiday Lodges | Awaiting decision |
| 21/34176/HOU | Bradley Hall Farm, Mitton Road | Planning amendment | **Status: DECIDED****Decision: ALLOWED** |
| 22/36173/FUL | Land at Holly Lane | New access | Awaiting decision |
| 22/36472/FUL | Dearnsdale Farm | Steel framed extension | **Status: DECIDED****Decision: ALLOWED** |
| 21/34168/FUL | The Site of The Old Cottage,Almshouse Croft, Bradley Stafford | Amendment to plans – this plan has now been changed back to the original plan. Building regulations stated they had visited site and were happy with current safety | Awaiting decision |

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| **8** | **Consideration of new planning applications** 1. **23/37287/TCA – Elm Lodge, Smithy Lane, Bradley – To reduce conifer by 25% approx. 10 to 12foot off the top and shape**. – No objections
2. **23/37595/FUL – Funky Yukka, Mitton Road, Bradley – Proposed, demolition of existing commercial building and development of live work unit. – Deadline 24.07.23** – No objections
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| **9** | **Finance – RFO** 1. Payment approval – Finance report circulated before the meeting. - **APPROVED**

1. Office expenses summary – Finance report circulated before the meeting. – **APPROVED**
2. Budget summary – Finance report circulated before the meeting. - **APPROVED**
3. Bank reconciliation – Finance report circulated before the meeting. – **APPROVED**
4. Clerk to set up OneDrive account @ £5 per month to store the parish council’s data as per the Risk Assessment and financial regulations. **- APPROVED**
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| **10** | **To discuss planting a memorial Tree for Betty Metcalfe** Clerk tasked with contacting Bradley Trust to discuss a joint memorial tree.  |
| **11** | **To discuss asking JWH Grounds maintenance to cut the verge on Elm Drive**Discussed in item 6**.** |
| **12** | **To discuss and approve actions for the Bradley Community Plan - See appendix 2 for a copy of the plan.**1. **To discuss installing more waste bins within the village**

Clerk advised the parish council, streetscene would be willing to install general waste bins @ £190 each and £5 per week for emptying. The bins would need to be installed on the normal route. The PC advised they would prefer a dedicated dog waste bin rather than a general waste bin, clerk tasked with contacting streetscene to see if they are willing to empty a dog waste bin, purchased by the PC, if placed next to a general waste bin on Malthouse Lane.1. **To discuss producing a leaflet/newsletter to advise residents on different ways for waste management.**

No further information, Cllr Philips and clerk are working on a leaflet. 1. **To discuss and agree next items off the action plan for discussion**
* To discuss black and white finger posts to be improved or reinstated
* Lobby CC to reduce speed limit of Holly Lane to 20mph
* Better signage at Bradley Lane/A518 “NOT suitable for heavy goods vehicles”
* Address concern about the speed of traffic and heavy goods vehicles traveling through the village.
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| **13** | **Councillor Information and items for the next Agenda**Cllrs are invited to give reports on parish issues which do not require a resolution.Items for discussion at the next meeting:* Playing field – purchasing new goal posts, need to be 6ft by 4ft, movable and metal
* Approach the church for the possibility of having a book store inside the church.
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| **14** | **To agree date of next meeting – 12th September 2023 @ Bradley Village Hall, from 7.30pm**Future meeting dates – 14th November 2023 |
| **15** | **Meeting Closed –** closed @ 20.35pm |

**Appendix 1**

**Item 5 - Clerks Report 11.07.23**

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| **Issue** | Date reported | Action |
| **Location**: Fosters Nursery, Oak Lane, Bradley, Stafford, ST18 9EA**Details**: Air pollution caused by the burning of tyres and potentially other stuff, possibly from the location mentioned. There is smoke coming from around the area as well.Reference: 16966227 |  | Reported to Stafford Borough Council, Environmental Health – need residents to keep a diary and gather evidence.  |
| **Location:** Finney’s House, Mitton Road, Bradley ST18 9EA**Details:** Entrance wall has been built which is protruding onto the highways. Possibly dangerous to traveling vehicles. | 18.04.2023 | Reported to Diane Firkins – Highways. Inspection has been carried out. * from the adoption records, highways hold it was observed the wall has extended onto SCC adopted highway.
* DC team have informed Stafford Borough planners of this issue, whilst they can and should take action to request that the land owner provides a retrospective planning application for the built wall, the section that is on highway land will need to be removed.
* Matter has been passed over to claims, who deal with obstructions on the highway, they will write to the land owner to request that the section of wall that has been constructed on our land be removed.
* They will also be informed that should any claims come from injury sustained from the obstruction they will also be liable for any claims.
* Should it be that the resident does not remove the obstruction, under the Highway Act 1980 we do have the right to remove the obstruction and recharge the land owner for the work carried out.
* The landowner must be given the opportunity to remove it themselves.
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| **Type:**Furniture/Fingerpost Poor Condition**Details:**Fingerpost rotten and on ground.**Reference Code:**19221**Grid Reference:**SJ87681792**Parish:**Bradley CP**Location**: by Rose Cottage, Barton Lane**Web reference**: 230599252 | 11.05.23 | Reported to ROW 12.05.23 |
| **Issue type:**Road Signs-Damaged sign**Additional information**Give way sign has been knocked down**Location**Easting:387243 Northing:320095 **Additional location information**Junction of Bradley Lane onto A518 | 27.06.23 | Reported to Highways ref: **4332464** |

**Appendix 2**

Bradley Parish Council Action Plan, July 2023

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| **The Matter (Action)** | **How it will be tackled** | **Priority** | **Timetable** | **Actions** | **Resource implications** | **Comments** | **Responsibility** |
| **Parish Environment** |  |
| More dog waste bins to be installed. | Will need approval from SCC & Highways  | High | Short term | Clerk will contact higher tears and report back at the next meeting. Some quotes have already been obtained, from £200 +**11.07.23 –** Streetscene advised general waste bins can be purchased at the PC’s cost for £190 each and then £5 per week for emptying. PC agreed they wanted a dedicated dog waste bin, clerk to obtain quotes, installed next to the general waste bin on Malthouse Lane, clerk to ask if sttreetscene will empty for free if it is installed next to a bin already being emptied. | At parish council’s cost – SCC will not pay for anymore waste bins of any kind.  | Litter Act 1983, s5 & 6  | PC |
| Collect recyclable goods, crisp packets, tetra pack cartons, etc to be deposited on the days of amenity visits for recycling. |  |  |  | LP to lead, with parish council to publicise initiative. Additional initiative:Parish council will publicise ways for residents to recycle their waste.**11.07.23** – Clerk and Cllr Philips are producing a newsletter/leaflet  | Possibly talk to waste management companies, Veolia? | Litter Act 1983, s5 & 6  | PC & Community |
| More recycling options introduced in the village |
| Implement multi-purpose bins for recycling |
| Black and white finger posts to be improved or reinstated |  |  |  | MN to confirm previous location of FPs from CP consultation – **11.07.23** - added to next agenda, 12.09.23, for discussion  |  | Possibly at Parish Council’s cost. Approx £1000 each. Will need to contact higher tears to confirm. | PC |
| Sign posting of public footpaths to be improved | Will need to consult with ROW |  |  | MR to highlight key locations |  | Possibly at parish council’s cost | PC |
| Improve the maintenance of public footpaths - Bridleways | Report to ROW |  |  | MR to discuss with local resident if they have up-to-date schedule of maintenance issues. |  |  | PC |
| Traditional none operational red telephone box to be reinstated in the village |  |  |  |  |  | You can buy a second hand one at a cost of around £3,000, only if there is one available - BT | PC |

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**Recreation**

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| New and better play equipment to be installed in the playing field |  |  |  | Clerk to review draft lease and advise. |  | Park owners’ responsibility, however the council could work with them to achieve this. At the parish council’s cost or grant.  | PC & Bradley Trust |
| Improve the maintenance of play equipment in the playing field |  |  |  | Clerk to review draft lease and advise. |  | The play equipment is inspected every year, a report is then given to the parish council to act upon. | PC & Bradley Trust |
| Explore the creation of a woodland area for walks (Duddas Wood at nearby Derrington) |  |  |  |  |  | Would need to speak with land owners. This would be a long-term aspiration.  |  |
| Erect signposts to the playing field. | Will need to consult Bradley Trust  |  |  |  |  | At parish council’s cost. A sign could be erected at the car park of the village hall, next to the entrance, would need to consult with the Bradley Trust | PC & Bradley Trust |
| Introduce new facilities and equipment in the playing field |  |  |  | MN to share suggestions from CP consultation |  | To install other equipment like gym, bowls etc, would need to consult with the Bradley Trust. | PC & Bradley Trust |
| **The Matter (Action)** | **How it will be tackled** | **Priority** | **Timetable** | **Actions** | **Resource implications** | **Comments** |  |

**Horticulture and climate change**

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| Support residents to plant more bulbs and flowers in the village | Will need approval from SCC & Highways  |  |  |  |  | Where? Planters? Individual residents could take responsibility for them.9 residents (with contact details) are interested in forming a new gardening group. | PC  |
| Plant trees along hedgerows, road verges and field margins. | Will need approval from landowner, and SCC & Highways if on public highway  |  |  |  |  | Highways Act 1980, s96 if proposed on public highway.16 residents (with contact details) are interested in helping.  | PC |
| Create community composting facility |  |  |  | Next steps to be considered with the community  |  |  | Community |
| Explore a community-led domestic bulk oil buying scheme |  |  |  | Next steps to be considered with the community  |  | 17 residents with contact details are interested in exploring this further | Community |
| Explore a community led scheme to install solar panels and air source heat pumps |  |  |  | Next steps to be considered with the community |  | 32 residents (19 with contact details) are interested in exploring this further | Community |

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**Walking, traffic and transport**

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| Lobby County Council to reduce speed limit of Holly Lane to 20mph | Will need to consult SCC & Highways  |  |  | MN to share previous engagement with SCC and lead with Clerk**11.07.23** - added to next agenda, 12.09.23, for discussion |  |  | PC |
| Better signage at Bradley Lane/A518 that lane is NOT suitable for heavy goods vehicles | Will need to consult SCC & Highways  |  |  | MN to share previous engagement with SCC and lead with Clerk**11.07.23** - added to next agenda, 12.09.23, for discussion |  |  | PC |
| Address concern about the speed of traffic and heavy vehicles. | Will need to consult SCC & Highways  |  |  | MN to share previous engagement with SCC and lead with Clerk**11.07.23** - added to next agenda, 12.09.23, for discussion |  |  | PC |
| Install welcoming gateway features at entry points into the village | Will need to consult SCC & Highways  |  |  |  |  | **LGA 972, s144**Previous discussion at parish council was deferred pending outcome of BB consultation | **PC** |
| Explore shared footway/cycleway constructed along Bradley Lane with County Council | Will need to consult SCC & Highways  |  |  | MN to share previous engagement with SCC and lead with Clerk |  | **Highways Act 1980, s30 & 72??** | **PC** |

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| Solar powered vehicle activated speed signs erected on the approaches to the village | Will need to consult SCC & Highways |  |  |  | Cost approx. £5000 to install two speed indication devices. | **Road Traffic Regulation Act 1984, s72 or LGA 1972, s137** |  |

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**Communications**

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| Consider and explore supporting the creation of a community website |  |  |  |  |  | We have the parish council’s website that we already pay an annual hosting fee? We can add links to other websites. |  |
| Notice board outside the village hall to be replaced with a new notice board. |  |  |  |  |  | At PC’s cost – Approx, from £1500Recent temporary repairs carried out |  |
| Consider if someone should ensure the content of the notice board is kept up-to-date |  |  |  |  |  | Parish council’s responsibility. |  |
| Organise basic computer/social media workshops |  |  |  | Next steps to be considered with the community  |  |  |  |

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**Local Business**

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| Consider how to support the exploration of a ‘pop up’ shop or market |  |  |  |  |  | Community led project  |  |
| Consider how to support mobile shops attending the village |  |  |  |  |  | Community led project  |  |

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**Broadband and Telecommunications**

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| Explore with providers how telecommunications signal strength can be improved |  |  |  |  |  | Council could contact providers, consult Church Eaton PC and Haughton PC, both have investigated this.  |  |
| Explore if the reach and strength of fibre broadband can be improved |  |