



# Caverswall Parish Council

Clerk to the Council – Lynn Cantlay, The Gables, 504 Weston Road, Stoke-on-Trent, Staffordshire, ST3 6QD  
Tel: 01782 698509 Email: clerk@caverswall.staffslc.gov.uk

## MINUTES OF MEETING HELD ON THURSDAY 1<sup>st</sup> JULY 2013 AT CAVERSWALL VILLAGE HALL

**Present:** Cllrs. Paul Roberts, Edna Durose, Shirley Cartwright, Malcolm Dean, Ross Ward, Mary Buttenshaw

**Apologies:** None

**Members of the Public:** None

Subject	Description	Action
<b>APOLOGIES</b>	None	
<b>PUBLIC QUESTIONS</b>	None	
<b>MINUTES</b>	It was resolved that the minutes of the previous Meeting were to be signed as a true and correct record.	
<b>DECLARATION OF INTEREST</b>	Cllr Roberts – Planning matters – SMDC Planning Committee Chair.	
<b>REPORTS COUNTY/DISTRICT COUNCILLORS</b>	<p><b>098/13 County Councillor</b> – not present – no report.</p> <p><b>099/13 District Councillor</b> – Advised on Church View’s approved application conditions.</p> <p>Gate up to Quarry – keys given to 3 land owners who need access to their land. Dorrie Clarkson had asked if she could have a key but had been visited by C Cllr Day and Vicky Ellis of SMDC and as no access was needed to any land SMDC have declined the request.</p> <p>Catchums Corner – kick barriers been installed – Cllr Roberts had thanked C. Cllr Ian Parry for these. He had also spoken to Stoke City Councillor - Abi Brown – who thought that the land was in Caverswall Parish however it is Stafford Borough land, he’s contacted Cllr Gill Burton who’s looking into it. Sheepwash still on going.</p> <p>Cav Castle – Academy4Wellbeing recent application been withdrawn.</p>	
<b>HANDYMAN/ LENGTHSMAN REPORT</b>	<p><b>100/13</b></p> <p>Lengthsman has done work at the Millennium Garden - cut hedge, grass and sprayed weed killer on path.</p> <p>Clerk to ask him to spray around village.</p>	Clerk
<b>MATTERS ARISING FROM PREVIOUS MEETINGS</b>	<p><b>101/13 HIGHWAYS ISSUES</b></p> <p><b>102/13 The Dams - Posts</b></p> <p>(083/13, 063/13,048/13,034/13, 021/13, 05/13,</p> <p>Cllr Ward had spoken to H &amp; R Landscaping re quote and Council were correct on their understanding. Clerk to contact post supplier re price before we decide to go ahead. Once decision is made N &amp; J Trees to do job.</p>	Clerk

Signed .....

Date ...2<sup>nd</sup> September 2013

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	<p><b>103/13 Car Park Use</b> (085/13, 065/13, 050/13, 037/13, 023/13) Letter sent to Village Hall – no response received to date. Follow up letter to be done asking for response by latest 31<sup>st</sup> July after which the existing lock will be removed and replace by our lock.</p> <p><b>104/13 Millennium Gardens</b> (089/13, 075/13) Cllr Durose advised that the Millennium Garden Committee members had looked at Dilhorne War Memorial and all agreed for road chippings being put down on the pathways – Clerk to contact Rob Steele to organise.</p> <p><b>105/13 Trees on playing field boundary</b> (090/13, 077/13) Clerk spoken to Openreach 's Health and Safety Dept – they are not obliged to clear lines if are on private land than it is the responsibility of the land owner to sort if a danger to public.</p> <p><b>106/13 Cars speeding on High Street</b> (091/13, 078/13) Police been contacted and awaiting their response.</p> <p><b>107/13 St Peters School – Extra Land</b> (096/13) Letter sent giving details of what Council will allow the School use of and details of rent required. Clerk had received email from Head wanting clarification prior to Governors meeting. Cllr Ward, as a Governor, is to liase with Head on this, Clerk to send copy letter for his reference.</p> <p><b>108/13 High Street – Winter Snow Clearing</b> Cllr Day looking into this. At Parish Assembly Naomi from SCC stated they are wanting to help PCs with these problems in future.</p>	<p>Clerk</p> <p>Clerk</p> <p>RW/ Clerk</p> <p>WD</p>										
<b>CORRESPONDENCE</b>	<p><b>109/13</b> Lloyds TSB            Changes to Bank to TSB                                  Bank Statement                                  New Online Authentication Cards – PR and LC</p> <p>SPCA                    July Newsletter</p> <p>Community Councils    Membership Info</p> <p>Came &amp; Co            2013-14 Insurance Policy Documents</p> <p>SCC                    Lengthsman Contract Agreement 2013-14 (£699.00)</p>											
<b>FINANCE</b>	<p><b>110/13 Payments:</b> The following accounts were approved for payment:-</p> <table border="0"> <tr> <td>Mrs L Cantlay – Clerk Salary and Expenses</td> <td style="text-align: right;">£168.44</td> </tr> <tr> <td>Town &amp; Country Services – Cutting verges(x1) and field (x2) and work at Millennium Gardens</td> <td style="text-align: right;">£450.00</td> </tr> <tr> <td>Caroline Hulse – Internal Audit 2012/13</td> <td style="text-align: right;">£120.00</td> </tr> <tr> <td>N &amp; J Trees – 3 x Millennium trees and 4 x Hawthorne</td> <td style="text-align: right;">£504.00</td> </tr> <tr> <td><b>TOTAL PAYMENTS THIS MONTH - £1242.44</b></td> <td></td> </tr> </table> <p><b>Transfer</b> – £2000.00 (this to allow enough money in account to cover the next PWBL payment at beginning of September).</p> <p><b>Receipts:</b> Jubilee Action Group – 3 trees - £360.00 <b>TOTAL RECEIPTS RECEIVED - £360.00</b></p>	Mrs L Cantlay – Clerk Salary and Expenses	£168.44	Town & Country Services – Cutting verges(x1) and field (x2) and work at Millennium Gardens	£450.00	Caroline Hulse – Internal Audit 2012/13	£120.00	N & J Trees – 3 x Millennium trees and 4 x Hawthorne	£504.00	<b>TOTAL PAYMENTS THIS MONTH - £1242.44</b>		
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	<p><b>Bank Accounts (after any payments/transfers made) :-</b>  <b>Current Account</b> – £1,609.95  <b>Instant Access Account</b> – £11,676.07  <b>Contingency Account</b> - £2,096.55</p> <p><b>Internal Audit/Annual Return –</b>  Internal Audit completed with only minor comments/advice given. Now with external auditors.</p>	
<b>PLANNING MATTERS</b>	<p><b>111/13 Applications:</b>  <b>13/00583/FUL</b> - The Keys Caverswall Castle – Change of use from residential and storage use to create a new separate dwelling. – Cllr Roberts to speak to Mike Green as no plans received to ask for extension.  <b>13/00580/FUL</b> – De Stafford House, Roughcote Lane – Proposed alterations and extension to existing dwelling house – Objection – over development in excess of permitted 30%, inappropriate in green belt, doubling footprint, request goes to Planning Committee not Officer delegated decision.  <b>13/00609/FUL</b> – Buchan Ness, Kingsley Road, Cellarhead – Proposed bedroom ensuite over kitchen and dining room extension – No objection subject to neighbour approval.</p> <p><b>Decisions:</b>  <b>13/00257/FUL_MJ</b> - Church Croft – Demolition of 1 bungalow and 1 agricultural building. Proposed erection of 11 dwellings and associated garages and car parking with new access road off Blythe Bridge Road – APPROVED subject to conditions.</p> <p><b>Appeals:</b> None  <b>Enforcement:</b> None</p>	<p>PR</p> <p>Clerk</p> <p>Clerk</p>
<b>NEW BUSINESS</b>	<p><b>112/13 - Caverswall Junior FC – football competition/use of playing field</b>  Recent tournament had cars parking on the field when supposed to park on car park, no prior written request was made prior to tournament which Mr Adamson was asked to submit when he advised the Council of two tournament (2<sup>nd</sup> June and 11<sup>th</sup> August) at the February 2103 meeting, written request must be received asking for permission to use playing field for the next tournament otherwise this will not be allowed to go ahead.  Clerk to write to Mr Adamson to convey the Parish Councils concerns etc. In future all cars must be parked on car parks, if found parking on field then Parish Council reserves the right to stop the tournament immediately and ask that everyone vacate the land. Clerk also to remind Mr Adamson that as per the previous seasons agreement a written request should have been made to the Parish Council in May for use facility for the following next season this needs to be received as soon as possible.  Seniors charity match asked Paul who gave permission.</p> <p><b>113/13 - Woodland Trust - Free Trees</b>  The Woodland Trust are giving away “free” tree packs fro planting in November, deadline for application is 13<sup>th</sup> Sept. Cllrs to consider this for further discussion at Sept meeting.</p>	<p>Clerk</p> <p>Clerk</p> <p>All</p>
<b>DATE OF NEXT MEETING</b>	Monday 2 <sup>nd</sup> September 2013 at 7.30pm Caverswall Village Hall	
<b>MEETING CLOSED</b>	9.05	

Signed .....

Date ...2<sup>nd</sup> September 2013