



## Caverswall Parish Council

Clerk to the Council – Lynn Cantlay, The Gables, 504 Weston Road, Stoke-on-Trent, Staffordshire, ST3 6QD  
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### MINUTES OF MEETING HELD ON THURSDAY 13<sup>th</sup> MAY 2013 AT CAVERSWALL VILLAGE HALL

**Present:** Cllrs. Paul Roberts, Edna Durose, Shirley Cartwright, Malcolm Dean,

**Apologies:** Mary Buttanshaw

**Members of the Public:** 22 members of the public attended - names supplied in attendance book

Subject	Description	Action
<b>APOLOGIES</b>	Mary Buttanshaw	
<b>PUBLIC QUESTIONS</b>	<p><b>Caverswall Castle</b> Mr Forbes –voiced concern over current situation on the application re Academy4Wellbeing use of the Castle, he had been told by Jane Curley (officer dealing) that it had been withdrawn as 20 or so points needed clarification/addressing – the Parish Council was not aware of its withdrawal. The problem re car parking has not been addressed on the new application but it states that space is needed for 30 vehicles. C. Cllr Day commented that the main argument is the car parking issue and until this is resolved cannot see how any application could be granted. Mr Forbes stated that when Mr ? from Academy4Wellbeing came and spoke to local residents he said that they would only want to use the Castle for 4-5 weeks a year. The question then is what the current owner would do it for rest of year if permission was given to change use to hotel. The shared drive currently in use is supposed to be used for domestic use however it is used by the Castle for commercial business. It is disruptive to any residents by the access road whatever is done. Enforcement issues on various matters are currently being taken by SMDC but further details of these cannot be discussed. The process with any enforcement matter is very lengthy. Questions were asked as to why an application can be made when there are enforcement issues with a property, Council stated that each application is taken as a completely new application and legally any enforcement issues should not be considered – consensus of opinion from those present was that this should not be the case.</p> <p><b>Church Croft</b> Council have not received these plans. Cllr Roberts to speak to Planning and obtain a copy when he is there on Thursday. Several members of the public had tried to speak to the planning officer but were told they were not available. Letters sent out by SMDC dated 21<sup>st</sup> March did not arrived at house until 4<sup>th</sup> April , wanted to know when 21 days for comments start but again couldn't get hold of anyone at SMDC to speak to. Cllr Robert will find out if application is going to the next Planning Application Committee meeting. Last application was refused on highways issues – general feeling by members of the public was the road was not suitable for any development as it already has problems due to school traffic and is</p>	

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	<p>narrowed to one lane at various times making visibility extremely dangerous. Concern was also raised over the drainage problems on this road not being able to take any extra volume.</p> <p>As the Parish Council didn't have plans it was decided a special meeting should be held when these are obtained to enable a full discussion to take place, possibly next Monday 20<sup>th</sup> May, notices to be displayed on notice boards when meeting arranged for.</p>	
<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>059/13 County Councillor</b> – Thanked Council and members of the public for their support re the recent elections and looking forward to a continued good working relationship for the next 4 years. He had again called at West Lodge about the on-going problems but no-one there he had pushed note through the door saying he's called. The repaired visibility fence is to be painted so hopefully will look better. The County Council is going to be restructuring and bill there is concern as to how this will work relation to highways.</p> <p><b>060/13 District Councillor</b> – nothing to report.</p>	
<b>HANDYMAN/ LENGTHSMAN REPORT</b>	<p><b>061/13</b> Lengthsman - Grass has been cut on the verges and playing field. Clerk to contact to arrange meeting re addition work required. No invoice from Handyman received.</p>	Clerk
<b>MATTERS ARISING FROM PREVIOUS MEETINGS</b>	<p><b>062/13 HIGHWAYS ISSUES</b> NHT been in parish and have tidied up The Dams. Cllr Cartwright made comment on the state of potholes Clerk to contact Highways re this. Potholes by school lane remind Rob. Top of hollow on bend.</p> <p><b>063/13 Trees/Barriers – The Dams :</b> (048/13,034/13, 021/13,05/13,083/12,068/12,055/12,044/12,035/12, 024/12)</p> <p><b>Posts</b> - Clerk had site visit with Rob Steele, Nigel from N&amp;J Trees and Kealan Hunt from Glasdon re posts on The Dams. To cover the full length of the verges – 18 posts would be needed these would be place between each tree, Clerk did advise Rob Steele that the Parish Council may not be able to find funding for this in one year and was told that SCC may be able to help to complete the job but this is to be confirmed. Quote received for posts from Glasdon - £95.76 each to include the reflective strips, total cost for 18 posts = £1723.68 (not sure if includes/excludes VAT). Quotes for supply and fixing of posts also received from N &amp; J Trees ( £3,600.00) and Mr Mawby (£3,980.00). Further quote to be supplied by Robert Rushton, Clerk to send him full spec re posts etc. Robert to supply Clerk with confirmation etc that he is able to work on the highway.</p> <p><b>Trees</b> – N &amp; J Trees to plant extra 3 trees on Wednesday Cllr Cartwright to liase with them directly. Clerk also to contact t re planting of Hawthorne in the gap by the gate and advise them to go ahead with this when planting the trees – quote £60.00 to include posts was agreed by all Cllrs.</p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p>

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	<p><b>064/13 Land Registry</b> (049/13, 036/13, 025/13, 010/13, 093/12) Information has been received from National Brewery Centre re when exchange of land occurred with a copy of their minute book supplied showing Deed of Exchange was sealed on 11<sup>th</sup> August 1969. Clerk contacted Staffordshire CC Archives to see if they hold any Caverswall records etc. they are showing no records held but are double checking. Clerk also contacted the Land Registry and was advised they have a guide "First registration of title where deeds have been lost or destroyed" which gives full details of how to apply to register the land, copy downloaded and Clerk to follow up and any necessary legal work required to get land registered was been approved.</p> <p><b>065/13 Car Park Use</b> (050/13, 037/13, 023/13) Discussed under confidential business – Cllrs only</p> <p><b>066/13 Keys to Village Hall</b> (051/13, 038/13, 024/13, 08/13, 090/12, 078/12, 063/12) Discussed under confidential business – Cllrs only</p> <p><b>067/13 Dog Fouling Problems</b> (052/13, 040/13) Stickers obtained from SMDC to be distributed through village. Clerk has spoken to Chris Burton Head at St Peters School re the possibility of the children doing posters to "shame" owners into clearing up after their dogs Clerk to contact re competition with prizes to be supplied.</p> <p><b>068/13 Risk Assessment</b> As meeting had run on this matter to be left until next meeting to enable full discussion.</p>	<p>Clerk</p> <p>Clerk</p>
CORRESPONDENCE	<p><b>069/13</b> Cav &amp; Cookshill Village Hall      Reply re keys and car parks</p> <p>St Peters School      Request for rent of extra land to widen Path and improve access and fire Evacuation</p> <p>SMDC      Electoral Register update</p> <p>The Millennium Gardeners      Request for help with maintaining the garden</p> <p>CAV seniors FC – request to use pitch again. Yes for next season.</p>	<p>Letter</p> <p>Site visit needed</p> <p>Contact T&amp;C</p> <p>Agreement to be done</p>
FINANCE	<p><b>070/13 Payments:</b> The following accounts were approved for payment:- Mrs L Cantlay – Clerk Salary and Expenses - £218.24 (Increase is due to tax refund due to change of tax code from BR to 589L)</p> <p>Town &amp; Country Services – Cutting verges(x1) and field (x2) - £330.00 Prescott &amp; Morris – Millennium Tree Plaques - £102.00</p>	

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	<p><b>TOTAL PAYMENTS THIS MONTH - £650.24</b>  <b>Transfer</b> – none required  <b>Receipts:</b>  HMRC – VAT repayment - £869.98  SMDC – 1<sup>st</sup> precept payment - £4947.40  Interest on Instant Access Accounts – 0.62p  <b>TOTAL RECEIPTS RECEIVED - £5818.00</b></p> <p><b>Bank Accounts (after any payments/transfers made) :-</b>  <b>Current Account</b> – £1473.55  <b>Instant Access Account</b> – £13675.47  <b>Contingency Account</b> - £2,096.46</p> <p><b>071/13 Annual Return</b>  Part completed by Clerk prior to meeting, Section 2 was read out and completed at the meeting and subsequently was approved by Council and signed by the Chair and Clerk. All accounting books now to be passed to internal auditor, Caroline Hulse for checking and completion of the Annual Return. Return to be with External Auditors by latest 24<sup>th</sup> June 2013.</p>	
<p><b>PLANNING MATTERS</b></p>	<p><b>072/13 Applications:</b>  Caverswall Castle – 13/00228/FUL &amp; 13/00229/LBC – Change of use from country house to wellbeing retreat with guest bedrooms and rehabilitated annex area with swimming pool and treatment rooms</p> <p><b>Decisions:</b>  Old Dove House, Blythe Bridge Road – 13/00066/FUL – Kitchen extension – APPROVED  Roseneath, 93 School Lane – 13/00220/FUL – Removal of existing Conservatory and erection of single storey extension to rear - APPROVED</p> <p><b>Appeals:</b> None  <b>Enforcement: Sheepwash waiting on weather</b></p>	
<p><b>NEW BUSINESS</b></p>	<p><b>073/13 St Peters School :</b>  Letter received requesting permission to rent extra land for parish Council to improve access – It was felt by all Cllrs that a site visit should be held to discuss in person before any decision is made. Clerk to contact Head to arrange.</p> <p><b>074/13 Caverswall FC [Seniors]</b>  Letter received with request to use the football pitch for season 2103-14, all agreed that permission to be granted. Clerk to send new agreement for signing to the Secretary, Sean McLaren.</p> <p><b>075/13 Millennium Gardens</b>  Letter received from “Millennium Gardeners” requesting help with upkeep of the gardens – hedges, grass, pathways. Lengthsman to be contacted re this. Clerk also advised that SCC were prepared to supply re-claimed road chippings for the paths if required, it was agreed to speak to SCC re chippings.</p> <p><b>AFTER MEETING NOTE :-</b> Clerk received a phone call on 14<sup>th</sup> May from Cllr Cartwright who advised that she had spoken to Geoff an instigator in getting the slate for the paths and thought it best to first spray weeds and remove to see how much slate is left before decision on replacement was made.  Clerk therefore to refer to next meeting.</p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p>

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	<p><b>076/13 Catchems Corner</b> Cllr Roberts advised that SCC and S-o-T dealing with the problem re car sales.</p> <p><b>077/13 Trees on playing field boundary</b> It was reported that a tree had come down on the boundary nearly taking down the power cable. Clerk to contact Western Power to see if their responsibility to trim trees.</p> <p><b>078/13 Cars speeding on High Street</b> This is becoming a problem, road has restricted access and is narrow. Clerk to contact police to ask for advice/help.</p>	<p>Clerk</p> <p>Clerk</p>
<b>DATE OF NEXT MEETING</b>	Monday 3 <sup>rd</sup> June 2013 at 7.30pm Caverswall Village Hall	
<b>MEETING CLOSED</b>	9.45pm	

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