

# LOWER PENN PARISH COUNCIL

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## PARISH COUNCIL MEETING held remotely via Zoom on THURSDAY 3 DECEMBER 2020

### PRESENT:

Cllr N Cox - Chairman  
Cllr Mrs B Southall – Vice-Chair  
Cllr Mrs K Brazenell  
Cllr Mrs C Taylor  
Cllr D Williams  
Cllr T Solway-Blower

District Cllr D Kinsey  
District Cllr R Reade  
County & District Cllr Mrs V Wilson

4 Members of the public

		Action
132/20	<b>APOLOGIES</b> Received from Cllr Ms Davies	
133/20	<b>VIRTUAL MEETING</b> The Meeting approved the substitution of a standard Council Meeting for a remote meeting due to the current Covid-19 restrictions.	
134/20	<b>MINUTES</b> Proposed by Cllr Mrs Taylor and seconded by Cllr Mrs Brazenell and carried that the minutes of the remote Council Meeting held on 5 November 2020 be approved as a true and correct record.	
135/20	<b>DECLARATION OF INTERESTS</b> There were none	
136/20	<b>PARISH COUNCIL VACANCIES: CO-OPTION</b> Following confirmation from the District Council that no election had been requested for the current vacancies, the Council unanimously agreed that Mr Tony Solway-Blower be elected as Parish Councillor on Lower Penn Parish Council and Mr Solway-Blower accepted the position. Due to current lock-down restrictions, Cllr Mr Solway-Blower had signed his Declaration of Acceptance of Office and undertook to observe the Code of Conduct and agreed to let the Clerk have this form as soon as possible. Cllr Solway-Blower had also been asked to complete the Register of Interest form and return it to the Clerk for submission to the District Council. The Chairman congratulated Cllr Solway-Blower on his appointment and welcomed him to the Parish Council. He also reminded the Meeting that there were 2 further vacancies on the Council.	TSB
137/20	<b>PUBLIC PARTICIPATION</b>	

The Council welcomed members of the public to the meeting and the following issues were discussed:

### **Enforcement Issues**

A reply had been received from the District Council, which had been circulated to all councillors and Cllr Mrs Southall read out the email for the benefit of members of the public. The District Council has agreed that the naming of the various sites has caused confusion when reporting and recording planning issues and that these sites will now be allocated unique reference numbers (UPRN) and these will be given to the Parish Council before the end of December 2020.

The Meeting expressed dissatisfaction with the response from the District Council which had not addressed all the issues raised by the Parish Council and it was agreed that as soon as UPRN's had been created, the Parish Council would contact the Enforcement Officer again on all issues of concern previously raised.

County Cllr Mrs Wilson advised that all enquiries should be filtered through to the relevant officer at the District Council who can then channel these through to the County Council where applicable. She also said that it would be advisable for all communications from the public to be directed through the Parish Council as staff capacity at the present time is problematic and enquiries will take longer.

### **Land adjacent 58 Springhill Lane – Access Road**

County Cllr Mrs Wilson said that all officers from the District and County Councils were now aware of the issues and that these officers would be clarifying and determining the outcome. District Cllr Kinsey also advised that the developer had been told to re-submit plans showing the full extent of this road. The Council stressed that all enforcement issues need to be dealt with before a planning decision is made on the proposed bungalows.

### **58 Springhill Lane – Permitted Development**

District Cllr Reade said that the amount of infringement was minimal and would not affect the street scene and the District Council will decide whether it is expedient to pursue this. However, the owners have been given the opportunity to submit a retrospective planning application.

### **Victory Hall**

In response to the public, Cllr Mrs Taylor reported that the Parish Council is actively looking at ways to improve the current state of the Hall for re-opening early in 2021, including any Government restrictions still in place. She advised that various options were being considered, both short and long term, and said that the local community will be invited to become involved with any plans for the future of the Hall. District Cllr Kinsey said that it is important when looking at funding opportunities to have a solid business plan in place.

## **COUNTY COUNCIL REPORT**

- **Rural Broadband Scheme:** still available for application.
- **Recovery Plan – Covid:** funding is available to local voluntary groups for vulnerable adults and families.
- **Green Initiative:** funding available for new initiatives – application as soon as possible.
- **Flooding Survey:** this had been sent to all councils and the Chairman confirmed that this had been forwarded to all residents who have been affected by flooding issues.
- **Volunteer Work:** County Cllr Mrs Wilson had sent an email on behalf of SCC to all Parish Councils thanking volunteers for past support and detailing ways in which their help can be maintained over the coming months. The Chairman confirmed that this email had been forwarded to all volunteers who had initially offered their assistance.
- **Land at the Hollybush – Ebtree Road:** the meeting was advised that a planning application has been submitted for proposals to build an aggregate sales room on green belt land. County Cllr Mrs Wilson said that if approval is granted, this may increase the amount of HGV traffic in the area and said that there is the option to object to this if it was felt appropriate.

KB

138/20

<p>139/20</p>	<p><b>PLANNING</b></p> <p><b>App No: 20/00987/FUL Dormer bungalow side and rear extension – resubmission of application No. 17/00474/FUL – 8 Springhill Park, Lower Penn</b> It was agreed that there would be no objection to the proposals, providing that it is built in accordance with the previous planning permission and that all original planning conditions are adhered to.</p> <p><b>App No: 20/01038/FUL Extension to 2 storey barn – Robins Nest Farm</b> The Meeting agreed to make further enquiries into this application and submit a response before 23 December 2020.</p> <p><b>App No: 20/00937/FUL Resubmission of previously approved application – Extensions Springhill Farm, 70 Springhill Lane</b> The Meeting agreed to submit a response before 9 December 2020, when the previous application had been uploaded on to the Planning Portal.</p> <p><b>App No: 20/00883/FUL Extension to form swimming pool and detached single storey guest house, new roof with accommodation within the roof – 119 Springhill Lane</b> Since November’s meeting, details of the previous application had been posted on the Planning Portal, and the Parish Council had agreed on 16 November 2020 to object to the proposals on the grounds that it lies within the green belt and is contrary to GB1 policy and the permitted development allowance has been completed.</p> <p><b>App No: 20/00772/FUL – AMENDED Erection of new garage and conversion of former stables in gym and home office – 62 Springhill Lane</b> The Parish Council had agreed previously on 22 November to object on the same grounds as the earlier objections made in October 2020.</p> <p><b>APPLICATIONS PENDING</b> App No: 19/00986/AGRRES – Barn Conversion – Robins Nest Farm App No: 20/00740/FUL – 2 bungalows – 58 Springhill Lane App No: 20/00910/FUL Replacement of septic tank – 62 Springhill Lane App No: 20/00869/TREE – removal of silver birch – Charlton House App No: 20/00883/FUL Extensions – 119 Springhill Lane App No: 20/00772/FUL Conversions – 62 Springhill Lane</p> <p><b>Planning Portal</b> It was noted that older plans had still not been uploaded onto the new portal and District Cllr Reade advised that this was a very time-consuming task but officers are currently working hard to get this transfer completed. The Parish Council suggested that any new plans received that were re-submissions of earlier applications, then the previous plans should be automatically uploaded in order to view and compare the two.</p>	<p>Clerk</p> <p>KB</p> <p>KB</p> <p>RR</p>
<p>140/20</p>	<p><b>LOCAL PLAN</b> Nothing to report</p>	
<p>141/20</p>	<p><b>MATTERS ARISING</b> <b>83/85 Springhill Lane:</b> District Cllr Reade said that he had been unable to speak to the Housing Association again and that he would report back with any further information when available.</p>	<p>RR</p>
<p>142/20</p>	<p><b>Community Speedwatch/Speeding Issues</b> Cllr Mrs Southall reported that the proposed training on 5 December had now been cancelled and in line with government guidelines, all CSW has been suspended until further notice.</p>	

143/20	<p><b>Flooding Market Lane/Radford Lane</b> Survey from SCC received and circulated to affected residents</p>	
144/20	<p><b>Fly Tipping</b> One incident at The Roughs (NC) and two further incidents (DW) all reported. Cllr Williams said that there has been some rubbish left in Blackpitt Lane/Flash Lane which he will report. County Cllr Mrs Wilson informed the meeting that there had been an incident on Trysull Holloway where unauthorised road closure signs had been erected at both ends of the road, and then a skip full of rubbish had been fly tipped. She urged the Council to be vigilant of this new type of criminal activity.</p>	
145/20	<p><b>Victory Hall - Land Registration and Constitution</b> Application had been sent to the Land Registry and the Constitution was in hand. The Chairman thanked Cllr Ms Davies for all the work she had done in relation to these issues.</p>	
146/20	<p><b>Market Lane – Radio Masts</b> District Cllr Reade advised that enforcement officers had visited the property but had been unable to speak to the owner. Cllr Mrs Taylor agreed to send photos as the radio masts to Cllr Reade.</p>	CT
147/20	<p><b>Overhanging Oak Trees – Penstone Lane</b> Cllr Reade confirmed that there were no TPO's on the trees and it was agreed no further action was required. Take off minutes.</p>	
148/20	<p><b>Drug Issues – Lower Penn</b> It was reported that there had been several incidents noted and Cllr Williams confirmed that he would be posting an article on our website and social media as soon as it had been approved.</p>	DW/ ND
149/20	<p><b>Government Rural Broadband Scheme</b> Cllr Williams advised that he is currently collating the replies he has received to date and will continue to research all properties eligible for this scheme. He is also making enquiries into evidence that there is already fibre cable along Springhill Lane and will follow this up. County Cllr Mrs Wilson suggested he contacts Mr Paul Chatwin from Staffordshire County Council.</p>	DW
150/20	<p><b>Pavements – Springhill Park</b> Contractors now on site and progressing satisfactorily.</p>	
151/20	<p><b>Western Power Grant</b> The Chairman reported that he had been unsuccessful in his application for a grant for the Parish Council but that Cllr Mrs Brazenell had obtained a grant for the Victory Hall in the sum of £1,333,67.</p>	
152/20	<p><b>Low Water Pressure – Springhill Park</b> Cllr Williams reported that water pressure was still fairly low, particularly early mornings, and that he had acquired a pressure meter which could be loaned to anyone affected. County Cllr Mrs Williams said she would also speak to Severn Trent about this.</p>	VW
153/20	<p><b>Defibrillator</b> Cllr Mrs Taylor advised that she had applied for a grant towards the purchase of this appliance and was also looking at other options and will update at the next Meeting.</p>	CT
154/20	<p><b>Declaration of Interest Complaint – Chairman</b> Cllr Mrs Southall gave details of the Standards &amp; Resources Committee's findings and the Parish Council agreed to the recommendation of the panel that the Chairman should receive training relating to the need to declare relevant interests, by means of a one to one session</p>	Clerk

	with the Monitoring Officer. The Chairman confirmed he was willing to do this. Clerk to advise Monitoring Officer accordingly.	
<b>155/20</b>	<b>Chairman's Chain/Plaque for Ex-Cllr Harry Brown</b> Cllr Mrs Southall said that she would obtain prices for both the engraving of the Chairman's Chain and a commemorative plaque when current lockdown restrictions are removed.	<b>BS</b>
<b>156/20</b>	<b>Cannabis Farm – Brynarcad Cobs</b> The Chairman advised that he had received a letter from the owners of the property, who had been unaware of the illegal plant cultivation being carried out, which had been circulated to all councillors. The owner of the premises attended the meeting to advise that the operation has now been completely dismantled and destroyed, and the perpetrators involved are no longer present. The Parish Council offered thanks to the owner for the resolution of this problem. No further action necessary.  The following issues will be temporarily suspended due to Covid-19 <ul style="list-style-type: none"> <li>▪ Log Reports</li> <li>▪ Horse Rider Warning Signs</li> <li>▪ BT Red Telephone Box</li> <li>▪ Notice Board – Radford Lane</li> <li>▪ Crash Barrier – Dimmingsdale Bridge</li> </ul>	
	<b>ANY OTHER BUSINESS</b>	
<b>157/20</b>	<b>Roads/Pavements – Market Lane</b> It was reported that these were in a very poor condition and Cllr Solway-Blower advised that the pavements had been damaged by a District Council road sweeper vehicle recently due to the poor condition of the tarmac. Cllr Mrs Taylor and Cllr Solway-Blower agreed to take photos of the affected area to forward to the District Council. A number of complaints had been made over recent years regarding the condition of the roads and pavements in this area and County Cllr Mrs Wilson agreed to ascertain whether this area was on the list of scheduled works for the County Council.	<b>CT/ TSB</b>  <b>VW</b>
<b>158/20</b>	<b>Bollards – outside 73 Springhill Lane</b> The Chairman said that he had contacted Highways to request reinstatement of the bollards which were no longer in evidence in this section of Springhill Lane.	<b>NC</b>
<b>159/20</b>	<b>Free Energy Audit Offer – Victory Hall</b> The Chairman will contact the provider about this.	<b>NC</b>
<b>160/20</b>	<b>ACCOUNTS</b> Details of the Council's bank accounts as at 27 November 2020 were reported to the Meeting. <b>Precept</b> Cllr Mrs Brazenell presented a draft budget for approval on behalf of Cllr Ms Davies who had been unable to attend the meeting. It was proposed by Cllr Mrs Southall and seconded by Cllr Williams and unanimously carried that the precept recommendation required for 2021/2022 would be £16,545.00 and this figure would be given to the District Council.  <b>Clerk's Salary</b> It was proposed by Cllr Cox and seconded by Cllr Mrs Taylor and carried that the Clerk's salary be increased by £500.00 per annum, commencing January 2021.  <b>Bank Mandate</b> Cllr Mrs Brazenell was in the process of arranging for 2 further cheque signatories, namely Cllr Mrs Southall and Cllr Williams.	<b>Clerk</b>  <b>ND</b>  <b>KB</b>

It was proposed by Cllr Cox and seconded by Cllr Williams and carried that the following accounts be authorised for payment and cheques would be circulated for signature:

Ms N Davies	Reimbursement Land Reg. Fee	£35.88
BG Grounds Maintenance	November Works	£135.00
Mrs J Footman	Reimbursement for Web Site Bank Transfers	£72.00
DBS (Midlands) Ltd	Quarterly Fees	£24.00
DBS (for HMRC)	Quarterly NIC/PAYE	£117.86
Mrs J Footman	Quarterly Salary	£1488.40
Mrs J Footman	Office Accom – Sept- November	£105.00

Clerk  
Clerk  
Clerk

Clerk  
Clerk

161/20

**ANY ISSUES ARISING FROM DISTRICT COUNCIL BUSINESS**

District Cllr Reade presented his Report:

- A great deal of work and financial support has been carried out by the District Council to assist residents who have been affected by hardship during the pandemic.
- Grants have been issued promptly due to the hard work of all officers at the Council and Environmental Officers have been supporting local businesses to follow the strict Covid-19 regulations.
- There has been no disruption to refuse collections during the pandemic.

The Chairman asked that District Cllr Reade pass on the Parish Council's thanks to the District Council.

RR

162/20

**FINANCIAL RISK ASSESSMENT**

In place and up to date

163/20

**SECTION 17**

Nothing to report

164/20

**DATE OF NEXT MEETING**

The Meeting noted that there will be no Parish Council Meeting in January 2021. The next Meeting will be held via Zoom unless otherwise stated on:

**Thursday 4 February 2021 commencing at 7.15pm**

Signed: ..... Chairman

Date: .....

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