**SALT & ENSON PARISH COUNCIL**

**Minutes of Meeting Held Wednesday 1st November 2023**

**at Salt Village Hall, Salt at 7.30 pm**

The meeting began at 7.30 p.m.

**Public Open Forum** – Seven members of the public attended.

Two members of the public spoke supporting the planning application 23/37441/FUL Lodge Croft, Sandon Bank, Sandon and offered to answer any questions that Councillors might have in respect of the application.

Another member of the public from Brick Kiln Lane advised that a Planning Enforcement Officer from SBC had visited him and he was asked to clarify matters regarding his septic tank. He also advised he was asked to provide to the Enforcement Officer background regarding evidence of any prior existence, subsequent construction, and occupation of all the properties at his Keepers Cottage site. He was advised the Parish Council were expecting a report from the Enforcement Officer shortly.

1. **Attendees and Apologies**

Attendees: Chair - Barbara Clancy,

Councillors R Walls, J Starr, I Wimshurst, C Beardmore, JD Scott, N Tonks

Stafford Borough Councillor Karine Aspin

Clerk DW Croxford

The meeting was quorate

1. **Declarations of Disclosable Pecuniary Interests relating to items on the agenda**

Councillor Clancy declared interests in Item 5 – Planning Applications 23/37887/FUL and 20/32275/FUL and did not take part in discussions of those items.

1. **Minutes of the meeting held on 6th September 2023**

This was agreed as a true and correct record by all present.

**4. Matters arising from those minutes**

None arisen.

**5 .Planning**

**Councillor Barbara Clancy left the meeting at this point and took no part in the two items below.**

* **23/37887/FUL** – Variation of condition 2(plans) on 20/32275/FUL – Land between Salt Lane and the B5066 Sandon Bank - amendment to the proposed day room / amenity building only.
* Possible breaches of Conditions **20/32275/FUL** Land between Salt Lane and B5066 Sandon Bank.

Notwithstanding the comments submitted by the Parish Council, and Stafford Borough Councillor Frances Beatty, it was noted that permission had been granted by SBC Planners to the proposed variation. Their detailed report by the Case Officer was discussed and noted.

Regarding the Possible breaches of Conditions, a response had been received, via SBC Councillor Beatty, that the gate size was covered under Permitted Development, but the Building Control team had been referred to in respect of the drainage pipe from the sewage plant.

**Councillor Barbara Clancy returned to the meeting at this point and continued participating in the remainder of the meeting.**

037/23

* **23/37686 HOU** – The Old Vicarage - Demolition of the existing conservatory. Replacing it with a single storey side and rear extension. *SBC have advised the applicant has withdrawn the application.*

**Updates on Structures on Brick Kiln Lane and Rainbow Cottage, Salt**

The report from SBC Enforcement to Borough Councillor Frances Beatty is awaited noting that the Enforcement Officer at SBC has visited the sites.

*Clerk and Borough Councillor Frances Beatty, to keep in close contact with the SBC Enforcement Team, seeking the report.*

*Clerk also to remind the Enforcement Officer of the additional matter of the ongoing occupancy of the caravan at the adjacent Brick Kiln Covert site.*

* **23/38163/HOU -** Lower Salt House, Salt Road, Salt Stafford, Staffordshire ST18 0BX. Detached garage garden store and wood store.

*Comments to be sent to SBC Planning confirming support, but requesting efforts are made to construct the property in a manner in keeping with the existing house.*

* **23/37441/FUL -** Lodge Croft , Sandon Bank , Sandon, Stafford, Staffordshire ST18 9TB. Replace existing dwelling (Lodge Croft) and to convert two commercial buildings to provide two new dwellings, provision of new access and associated works.

*Comments to be sent to SBC Planning confirming support.*

* **23/37748/HOU -** Barn House ,Leatop, Weston Bank, Stafford, Staffordshire ST18 0BA. Proposed demolition of existing garden room, replacement garden room and first floor extension to existing bedrooms.

*Comments to be sent to SBC Planning confirming support.*

* **23/38169/HOU -** Rose Bank Cottage Willowmore Banks Salt Stafford Staffordshire ST18 0BX.

Construction of Triple Bay Garage.

*Comments to be sent to SBC Planning confirming qualified support for the garage. However to express concern that the potential rain water runoff from the new garage, when combined with the huge scale of excavations already seen on the site, including the removal of trees, all combined, may well exacerbate rain water runoff and soil erosion onto the road below.*

**6. Reports**

* Report from County Councillor John Francis – no report received
* Report from Borough Councillor Frances Beatty – received before the meeting and circulated by the Clerk. Borough Councillor Aspine advised there was a new upgrade to improve the effectiveness of speed cameras across the Borough involving testing new technology with twenty cameras initially.
* Report from Village Hall Management Committee – Councillor Clancy raised a Highways matter on behalf of the VHMC. See later minute.

038/23

**7. To receive Financial Statement and Clerks report**

* + 1. To approve financial payments, receipts and transfers.

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| **Accounts for approval** |  |  |  |  |
|  |  |  |  |  |
| **Paid prior to the meeting** |  |  |  |  |
| **Paid To** | **Details** | **Amt** | **VAT** | **Total to pay** |
|   |   |   |   | 0.00 |
|   |   |   |   | 0.00 |
|  |  |  |  |  |
| **TOTAL** |  |  | 0.00 |
| **To be Paid** |  |  |  |
| TGM Grounds Maintenance | Annual Cuts and strimming at Village Green and Hunters Court | 155.00 | 31.00 | 186.00 |
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|  | **TOTAL** |  |  | 186.00 |

These were approved by all present.

The clerk had circulated the financial statement and bank reconciliation reports and both were approved by all present.

* + 1. The **Interim Auditors Report** of 12th October 2023 had been received and circulated to all prior to the meeting. Contents were considered and noted that no issues had been raised.
		2. The **2023-2024 Precept** recommendation from Stafford Borough Council is awaited. Upon receipt the *Clerk will prepare a draft Budget and Precept request for consideration and agreement at the January 2024 Parish Council Meeting*.
		3. The **Earmarked reserves** currently banked in the Reserve account total £15,600 and are broken down thus: General Reserves Fund £8,100, Cost of Elections Fund £5,000, Computer/Printer £500, Village Notice Board at Holly Bush £2,000. *These will be reviewed / increased and sums ratified at the January 2024 Parish Council Meeting.*

**8. To discuss Highways issues and note any requiring reporting**

* SCC Highways have responded re the proposed repairs at the Bridge on Sandon Bank advising the repairs will take place in 2024 and efforts will be made to divert traffic away from Salt Village. On behalf of SVHMC Councillor Clancy sought views on traffic lights being installed at the bridge which is narrow and often priorities by users are confused. As the bridge is in Sandon Parish the meeting felt the suggestion should be referred there.
* Village Gulleys on Sandon Bank and Salt Lane are blocked. *Clerk to establish with SCC Highways when next due to be cleared and when the next visit of the street sweeper to Salt Village is due.*
* The dip in the A518 road at the top of Weston Bank was of concern with water pooling in a hollow on the road, making it hazardous for vehicles turning off the A518 onto Within Lane. *Clerk to note*.

039/23

* Water pooling at the A518 Weston Bank / Willowmore Lane junction was again discussed. Already reported with photos by the Clerk in January. Highways Report IT - Non-Urgent Work - Enquiry 4307445. Scheduled as non urgent work.

**9. To review correspondence received and consider items of business for the next meeting.**

* The Civic Amenity Skip Visit - of 28th October 2023 for The Holly Bush Inn Car Park was problematic. Because of an Administrative error between SBC Contracts Department and the skip Operator the skip was erroneously deposited at the Village Hall, but thanks to the efforts of Parish Councillors, and the later cooperation of the skip Operator, matters were resolved to some degree on the day.

The Clerk sought, and obtained, an apology from SBC Contracts Department for their error and by way of compensation a free Skip delivery has been offered. It was decided to accept the offer to take the free delivery of a skip in 2024 as part of the usual three skip order for the village.

*Clerk to advise SBC Contracts Department the Parish will seek three skip deliveries in 2024 and will be pleased to pay for only two.* Councillor Walls wished to minute the PC’s thanks to the Clerk for his prompt successful resolution of this issue.

* All other items of note had been circulated prior to the meeting.

**10. To inform attendees of dates of future meetings**

Dates of future meetings during **2024** as follows: Wednesdays at 7.30pm.

 3rd January, 6th March, 1st May, 3rd July, 4th September, 6th November.

**11. Meeting closed at 20.45 hrs**

Signed .......................................... .........................................

Chair Cncllr B Clancy Clerk DWCroxford

Date...................................

040/23