

# MINUTES OF A MEETING



## Fradley Parish Council

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## Minutes of the Fradley Parish Council Meeting held at 7:15pm at Fradley Village Hall on 18 January 2024

### **Present:**

Cllrs Mike Ashcroft, Phil Beswick, Glen Bown (Chair), Paul Deathridge, Mani Dhillon, Matt Evans, Stuart Gilmour and David Leytham (Vice Chair).

### **In Attendance:**

Claire Crompton (Clerk/RFO), Cllr Janet Eagland (SCC) and 3 Members of the Public.

### **23/69 – Apologies for Absence. Local Govt Act 1972 s85 (1)**

Apologies for absence were noted from Cllrs Petrou and Ham.

### **23/70 - Declarations of Members' Interests. – (1 min)**

There were no declarations of member's interests.

### **23/71 –Adjournment for Public Speaking. Public Bodies (admission to meetings) Act 1960 s1 extended by the LG Act 1972 s100 – (20 mins)**

Apologies were noted from District Cllr Mike Wilcox.

A resident raised the issue of speeding in the village, especially on the corner of Common Lane when entering the village by the Stirling Centre. He has raised this issue with the previous Parish Council. He would like preventative measures ahead of a major incident. Cllr Bown advised the PC that they do not have to respond directly to the issues raised at the meeting but the Clerk can contact the resident after the meeting. Cllr Bown raised the current plans of the Council, 1: The Clerk and he have been investigating if there is a possibility of a blanket 20mph limit across the village with additional signage. 2: The PC are looking at 2, possibly 3 speed activated signs at key entrance points to the village. Currently the PC have a bid in at LDC for funding for these. The resident felt that these may not be effective. He felt that a speed camera, facing the entrance to the village would be more effective. He feels that the narrow lanes have an adverse effect. The Clerk was instructed to send information from the 20 is plenty campaign and the community strategies programme where residents can voice their concerns.

Representatives of the Fradley Heritage Society, Simon Roberts and Richard Green.

The Society was formed in 2017. There are 3 sections of the Society, a History Society, an Environment Group and a Culture Society. The most active part of the Society is the History Society which have mainly focused on the people of Fradley, relevant buildings within Fradley and RAF Lichfield who were based here. They have produced a survey of the graveyard, including plotting the gravestones and have

produced village walk leaflets. They would like to welcome new members to their societies. The Heritage Society often gives talks and presentations to other groups and schools, promoting Fradley. The new primary school, Fradley Park, would like to name their house groups after the aircraft that were based here during the war. The History Society have been in contact with a business located on the old air field base and are in the process of putting a project together to renovate all of the aircraft hangers, starting with No 1. There will be a memorial to the pilots who lost their lives through accidents, those who perished in combat, civilians and pilots who crashed and lost their lives during their service. There is expected to be over 200 names on the memorial. They are beginning to process the records from St Stephens School from the day it was founded. They have the full history of Old Hall Farm and the Shaw family. All of this will be available on their website. They have expressed a need for help with storage of artifacts and information. They are looking for funding to help with a portacabin style unit, possibly situated on PC land. They are looking for a place to archive and display their work to encourage visitors to learn more about the village. Cllr Ashcroft will liaise with the Heritage Society and report back to the Council in 2 months allowing time to move ahead with their work. Cllr Eagland advised that there are community funds available through her for storage for the Heritage Society.

County Cllr Janet Eagland was present at the meeting and gave her report as follows:

Cllr Eagland was keen to remind the Council of the Community Strategy Programme where we can offer our views on what is needed and wanted for the village. Cllr Eagland advised that she has had a Teams meeting with Highways regarding gritting of the roads. When it is snowing, they will be working 6pm until 6am but will only be gritting the A roads, however, if we feel there are more roads in need of gritting, the Clerk is to contact her. Cllr Eagland informed us that there are to be improvements of the TV cameras that monitor the condition of the roads when it is either snowing or icy in our area. Our nearest one is at Longdon Green. Cllr Eagland informed us that should we require sand bins, we can apply via the Clerk if residents feel they need to grit pavements in our area to assist elderly or vulnerable people.

District Cllr Mike Wilcox was not present at the meeting, the Clerk gave his report as follows:

New Leisure Centre, going to planning with recommendation to approve. LDC are about to finally sign the agreement with Everyman for the Cinema hopefully in the next week. He is looking to set up a working group to look at delivering a District Climate Summit in June. There will be an opportunity for Parish Councils to get involved in the summit with further details to be issued shortly. LDC are launching the Recycling Campaign in our Schools later this month and the campaign will attend other District wide events to publicise the campaign which will explain in more detail what we can all do to assist in reduce/recycle and re-use more efficiently. LDC are relaunching the Councillor Community Fund with each Cllr having £300 to give to local organisations.

PCSO Tracey Horton sent her apologies, the clerk read out her report as follows:

22/12/23 report from resident Goring Drive that his vehicle had been stolen overnight. Front door insecure and keys taken, vehicle had an apple tag in and it was tracked and recovered by police from owner tracking tag.

24/12/23 report from resident Baker Drive that he had forgotten to lock his vehicle and items had been stolen. No lines of enquiry.

06/1/24 report from resident of Shaw Close, that his vehicle was stolen as he was showing it to males as it was for sale, they went for test drive pulled over in Statfold lane saying something was wrong. Owner got out to have a look and they drove off. Ongoing enquiries.

15/1/24 report from resident of Shaw Drive about vehicles parking up and smoking Cannabis in street then driving off, he believes they work at one of the businesses on Fradley Park. This has come in today – so we will be patrolling area to look out for these offenders.

It was agreed that the Parish Council continues to request the attendance of PCSOs at our future meetings. The presence of PCSOs would not only provide valuable insights into the current situation but also serve to reassure residents that efforts are being made to address the issues raised. In the event

that PCSOs are unavailable, the Council expressed the desire to request a senior police officer to attend the meetings.

### **23/72 – Variation to the Order of Business – (1 min)**

There were no variations to the order of business.

### **23/73 – To confirm the minutes of the Fradley Parish Council meeting held on 21st December 2023 – (1 min)**

**RESOLVED: The draft minutes of the Fradley Parish Council meeting held on 21<sup>st</sup> December were approved. AGREED unanimously.**

It was noted that the Clerk had expanded the minutes to include more information than previous months, this was welcome but it will be important that she remains mindful of the increased workload this involves and maintains a sensible balance, so the minutes do not become too onerous for her to produce.

### **23/74 – To review and discuss the progress made in developing the Ground Maintenance Contract. (10mins)**

Cllr Bown explained the primary objective is to improve the overall appearance of the village. Significant progress has currently been made to date with the tender documents. Items that will be added to the contract include, moss and weed removal, weed spraying, edging to grassed areas, reseeded of grass areas showing deterioration, clearly defined wild flower areas, landscaping of shrubs, additional grass cutting, including more areas to be maintained and a monthly update from contractors on work completed. Upon investigation, the current contract is imprecise. Lots of research has been carried out and new documents created. These have been presented to the Environment Group and the tender pack is nearly complete. This will now be passed to Cllr Petrou to look at, awaiting any legal advice he may give. There are now 6 major items that need to be decided:

1. Terms of Contract : **RESOLVED: The term of contract was agreed as 3 years + 1 year Proposed by Cllr Bown, seconded by Cllr Deathridge.**
2. How should we ask for the prices to be set and how should annual price increases be dealt with: **RESOLVED: The price will be set with an annual pre-fixed percentage price rise of 3% pa. AGREED, Majority of 7 Cllrs.**
3. The timing of the process: **RESOLVED: The Council will extend the current contract for 1 month enabling more time to carry out the process. Proposed by Cllr Bown, seconded by Cllr Ashcroft, AGREED Majority of 7 Cllrs.**
4. How do we get bids - Tender packs to selected contractors or on tender portals or both: **RESOLVED: Once complete, the tender documents should be put on a portal and be emailed to at least 3 different contractors. Proposed by Cllr Bown, seconded by Cllr Evans, AGREED unanimously.**
5. Who signs off on the tender pack: **RESOLVED: The Environment Group Councillors, Cllr Bown and Cllr Evans were given delegated authority to give final approval to the tender pack. Proposed by Cllr Deathridge, seconded by Cllr Dhillon, AGREED unanimously.**
6. Which Councillors will receive and award tenders: **RESOLVED: The Environment Group Councillors and Cllr Evans, but not including Cllr Bown, were given delegated authority to receive and award the contract . Proposed by Cllr Bown, seconded by Cllr Deathridge, AGREED unanimously.**

Variation of Business declared:

### **23/79 – Update on flooding on Church Lane in Fradley.**

It was discussed that a meeting had been requested directly with Highways to obtain clarification on works and funding needed to rectify the ongoing problems on Church Lane. Cllr Eagland informed the

Council that all concerns and reports of flooding, by residents and Cllrs, should be directed to the Clerk who will forward them all to her directly, where she will assist to the best of her ability. Cllr Eagland assured the Council that flooding is a priority and works will continue to clear blocked drains caused by fallen debris and investigate the possibility of damage caused by tree roots. Issues of flooding on Jordan Close are reported to be complete. The Clerk is to forward any relevant emails, either sent or received, to Cllr Eagland with regards to flooding on Church Lane.

**23/75 – To consider changing Standing Orders Section 3f to allow public speaking time to be increased from 15 to 20 minutes.**

**RESOLVED: It was agreed, Standing Orders will be amended to 20 minutes. Proposed by Cllr Bown, seconded by Cllr Gilmore, AGREED unanimously.**

**23/76 – To consider the adoption of the proposed Co-option of Councillors policy.**

**RESOLVED: It was agreed, the Co-option policy will be adopted. Proposed by Cllr Bown, seconded by Cllr Leytham, AGREED unanimously.**

**23/77 – Working Groups and External Representative Reports:**

Cllr Bown has recommended establishing terms of reference for our working groups in the future.

- a. **Projects Group:** No report given as there have been no updates since the S106 information was submitted. Next meeting for the group is 5<sup>th</sup> February.
- b. **Environment Group:** No report given as there have been no updates since the last full Council meeting. Next meeting for the group is 22<sup>nd</sup> February. **RESOLVED: Cllr Beswick is to take over as convener of the Environment Group.**
- c. **Engagement Group:** No report given as there have been no further meetings. Next meeting for the group is 13<sup>th</sup> February.
- d. **Representatives:**
  - CEMEX: Nothing to report, next meeting is 22<sup>nd</sup> January. Cllrs Ashcroft and Leytham attended the meeting at Alrewas on the 15<sup>th</sup> January. Nothing of note to report.
  - HS2: Nothing to report, next meeting is 26<sup>th</sup> February.
  - Alrewas Charities: Nothing to report.

**23/78 – Consider Environment Group Membership.**

**RESOLVED: Cllr Deathridge will join the Environment Group. Proposed by Cllr Bown and seconded by Cllr Ashcroft. AGREED unanimously.**

**23/80 – To consider the suggestion of prizes for the Florette Fradley 10k run.**

Following on from an email received from the event organisers, Cllr Gilmour is to address the feasibility of achieving this, post event. He is to report back to Council at the February meeting with his findings.

**23/81 – Finance – (5 mins)**

- a. **To ratify the following payments which required payment in line with the Financial Regulations, current Budgets and Delegated Authorities.**

PAYEE	DESCRIPTION	AMOUNT	POWER
<b>January 2024</b>			
SJL Landscapes	Ground Maintenance Contract	1726.31	Open Space Act 1906 s9,10
D Beaumont	Handyman Contract	234.00	Open Space Act 1906 s9,10

Fradley Village Hall	Room Hire	29.75	LGA 1972 s111
Salaries, TAX,NIC		3027.17	LGA 1972 s112 - 119
Wicksteed	Play Park Repair	303.62	LGA 1972 s111
VisionICT	Email and Web Hosting	330.00	LGA 1972 s111
Claire Crompton	Poppy Appeal, Wreath	30.00	LGA 1972 s111
Unity Trust Bank (DD)	Service Charge	21.90	LGA 1972 s111
Focus Group (DD)	Telephone Line	10.96	LGA 1972 s111

Cllr Bown advised that our current arrangements for weed spraying were not good value for money and that this service would now be included in the new grounds maintenance contract.

**RESOLVED: The Parish Council agreed to ratify the above payments. Proposed by Cllr Bown, seconded by Cllr Evans. AGREED unanimously.**

- b. To consider the unaudited accounts from 01.04.2023 to 31.12.2023, including all supporting documents provided by the Clerk

	<b>31.12.2023</b>
Current Account	293,672.88
Unpresented Payments	<u>0.00</u>
<b>TOTAL</b>	<b>293,672.88</b>

**RESOLVED: The Parish Council noted the unaudited accounts including all paperwork provided by the Clerk. Proposed by Cllr Bown, seconded by Cllr Dhillon. AGREED unanimously.**

### 23/82 – Planning Matters– (5 mins)

**N.B** - Town and Country Planning Act 1990, Sched. 1, para.8 - Right to be notified of planning applications if right has been requested. The Parish Council is a non-statutory consultee within the planning process.

#### Receive and consider report from the Planning Advisory Group:

- a. To determine any additional action required on the planning application information, from information circulated via email by officers in advance of the meeting.
- b. Any planning application received after publication of this agenda will be advised at the meeting.

Application No.	Location	Proposal	Comments by
23/00764/SCOPE	Curborough South Site, Watery Lane, Curborough, Lichfield	Scoping Opinion: Proposed development to create up to 1,150 residential units, a 3 form-entry primary school, a local centre, a care village and healthcare hub, green infrastructure, sustainable urban drainage, spine roads and associated access	Application Rec 10.01.24 Comment by 31.01.24
23/00763/SCOPE	Curborough South Site, Watery Lane, Curborough, Lichfield	Scoping Opinion: Proposed development to create up to 2,350 residential units, either an all	Application Rec 10.01.24 Comment by 31.01.24

		through school or a separate 2 form-entry primary school and an 8 form-entry secondary school, green infrastructure, sustainable urban drainage, a spine road and associated access.	
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c. **To note the outcome of the following planning applications for which the Council has made full comment : The decision for application ref 23/00982/COU (Bell Bridge) has been received – REFUSED.**

Cllr Leytham explained that both applications listed were requests for scoping and screening reports on the future Curborough sites. This is a request for comments on any environmental impacts in the area that are of concern. **RESOLVED: It was agreed that Cllr Leytham will supply a short report on behalf of the Council. Proposed by Cllr Bown, seconded by Cllr Beswick. AGREED unanimously.** The late addition of a planning application from Barratt Homes, Hay End Lane, Planning Application amended info consultation 22/01518/OUFMEI was discussed and it was decided that the Council would use the previous planning objection submitted. **RESOLVED: It was agreed, Cllr Leytham will base his response on the Council's previous planning objection. Proposed by Cllr Bown, seconded by Cllr Deathridge. AGREED unanimously.**

To note the planning application for Bell Bridge filling station was refused.

### 23/83 – Clerk Reports

- a. Discuss availability of Cllrs to attend an in person training course delivered by the SPCA within the next month as agreed at the last meeting. It was decided that the Clerk would utilise the existing form completed by the Councillors to ascertain the most suitable date.
- b. Discuss the need for a fence by the Christmas Tree at Watersmeet by the War Memorial. Cllr Bown to measure the fence required and the Clerk to obtain a quote. Cllr Beswick enquired if the 2 pieces of hedge located outside of the Village Hall could be utilised, the Clerk is to investigate this and report back.
- c. Discuss how the Council will meet the requirement to develop and implement a Biodiversity Policy. The Council proposed the Clerk draft a policy.
- d. Discuss planting of a commemorative tree at Watersmeet. This item was deferred to the February meeting.

### 23/84 – Identify how Fradley Parish Council has made Fradley a better place to live since the last full meeting?

Over the past month, our efforts to improve the village have been evident through several key initiatives. Cllr Beswick has conducted extensive research and is actively representing the Parish Council in the "20 is Plenty" campaign. Considerable effort has been invested in preparing tender documents for the upcoming renewal of the Grounds Maintenance Contract. Additionally, Council members have met with a play park company to explore solutions for issues identified during our play park inspection. The Council has received reassurance that the play park is generally in good condition, requiring only minor repairs. Upon hearing the representative of the Heritage Society, Fradley Parish Council have offered to lend support to them in the future.

### 23/85 – Date and time of the next Parish Council Meetings to be confirmed as 15<sup>th</sup> February 2024 at Fradley Village Hall commencing at 7.00pm

**RESOLVED: The next Parish Council meeting is 15<sup>th</sup> February 2024 at Fradley Village Hall, commencing at 7.00pm.**

Meeting closed at 21.41pm