

# MINUTES OF A MEETING



## Fradley Parish Council

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## Minutes of the Fradley Parish Council Meeting held at 7:00pm at Fradley Village Hall on 20 June 2024

### **Present:**

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

### **In Attendance:**

Claire Crompton (Clerk/RFO), County Cllr, Janet Eagland and District/Ward Cllrs Derick Cross and Mike Wilcox and 2 Members of the Public.

### **24/44 – Apologies for Absence. Local Govt Act 1972 s85 (1 min)**

Apologies were noted from Cllrs Beswick and Richards.

### **24/45 - Declarations of Members' Interests. – (1 min)**

There were no declarations of member's interests.

### **24/46 – Co-option of Councillors Local Govt Act 1972 s87(2) and the completion of their Declarations of Acceptance of Office and Register of Members Interest Forms Local Government Act 1972 s 83 (4) – (6 mins)**

There were no applicants for Co-option.

### **24/47 –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 Cllr Sonia Wilcox.

A member of the public enquired about the term "temporary accommodation," referencing last month's minutes. Cllr. Derick Cross explained that it is a statutory requirement to house individuals who become homeless through no fault of their own. The temporary accommodation mentioned last month is intended to reduce reliance on B&B or hotel accommodations until a more permanent solution can be found.

A representative of FRAG wishes to remind all Councillors of their desire for Fradley Parish Council to commission a second report supporting their objection to the proposed Horner Avenue development. They are eager for the Council to continue demonstrating ongoing support for the residents.

District Cllr Derick Cross was present at the meeting and gave his report as follows:

Cllr Cross sought to clarify the reasoning behind the cancellation of planning application hearings. The cancellations are not due to Purdah, but rather the anticipated large attendance at upcoming hearings, such as those for Horner Avenue. There is insufficient space to accommodate everyone. As a result, the hearings will be held in the Chambers, with overflow rooms equipped with TV screens to ensure full coverage for all attendees.

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

Cllr Eagland announced the commencement of the new route 33, which now connects two new housing estates with Lichfield city centre. Additionally, the route 12e offers a Sunday service between Lichfield, Fradley, and Burton. Cllr Eagland also noted that the installation of lamp post floral displays can proceed without objections from Staffordshire County Council (SCC). However, authorisation must be obtained from E.ON for their lampposts and from Highways and SCC for any other posts or signs belonging to Highways.

Cllr Eagland and the Clerk recently had a very positive meeting to discuss the siting of upcoming projects and the necessary permissions to proceed. Cllr Eagland has committed to supporting Fradley Parish Council in any way she can.

Furthermore, AFC Fradley has been awarded a £1,500 grant from Cllr Eagland's Community Funds for new goalposts. She is also assisting AFC Fradley in securing additional funding from her sports program. Staffordshire County Council (SCC) is proceeding with the roadworks on Birmingham Road, between Tesco and St. John's Street. Cllr Eagland's Divisional Highway Program (DHP) is partially funding the ongoing pothole repairs within the village. Additionally, Cllr Eagland plans to conduct a site visit with Highways teams from both SCC and Lichfield District Council (LDC) during July and August to assess the village's potholes.

District Cllr Mike Wilcox was present at the meeting and gave his report as follows:

Cllr Wilcox provided an update from the Speed Watch meeting held on Saturday, June 15th. Five residents from Fradley attended, which was very encouraging. The Speed Watch Co-ordinator will now liaise with the Clerk to purchase the necessary equipment. Cllr Wilcox also announced his intention to help create a Speed Watch team.

Currently, four sites meet the criteria for monitoring: two points on Hay End Lane, as well as Church Lane and Fradley Lane. Additional roads will be assessed to determine if they also meet the criteria. The Co-ordinator will email all necessary documentation, and once payment is received, the program will proceed. Initially, each team will consist of three members, conducting monitoring sessions for approximately one hour, once a fortnight.

#### **24/48 – Variation to the Order of Business – (1 min)**

***RESOLVED: Cllr Glen Bown proposed a change in the order of business to move item 24/57 Proposed: Cllr Bown, Seconded: Cllr Deathridge. AGREED unanimously.***

#### **24/49 –An update from District Cllr Mike Wilcox regarding the provision of Health Services within Fradley and the surrounding area. – (15 mins)**

Cllr Wilcox gave a report on a prospective “New Delivery of Health Provision” within Fradley.

Cllr Wilcox informed the Council about a proposed new type of healthcare provision at the canal side development by Leavesleys. Building on previous discussions with The Leavesley Group, plans are underway to introduce a new model of healthcare delivery through community hubs. The two potential sites for these hubs are at Hay End Lane and Branston Locks.

The NHS Estates Team is currently evaluating the feasibility of implementing this model at both locations. Initially, the NHS Estates Team and the developers must agree to include this provision in the site plans. It appears that this agreement has been reached for Hay End Lane. Once this step is completed, the proposal will be submitted to SCC and ICB for further development.

The next stages will involve securing funding, determining management, and deciding on the facilities to be included, such as GP services, physiotherapy, and dentistry. Although the process is expected to be lengthy, Cllr. Wilcox strongly supports the initiative, recognising the significant need for such facilities. If successful, this would be the first of its kind in Staffordshire.

**24/50 – To confirm the minutes of the Fradley Parish Council Extraordinary Meeting held on 8<sup>th</sup> May and the Annual Meeting of the Council on 16<sup>th</sup> May 2024. – (1 min)**

***RESOLVED: The draft minutes of the Fradley Parish Council Extraordinary Meeting held on 8<sup>th</sup> May were approved and signed as a true and accurate record. Proposed: Cllr Bown, Seconded: Cllr Gilmour. AGREED unanimously.***

***The draft minutes of the Annual Meeting of the Council on 16<sup>th</sup> May 2024 were approved and signed as a true and accurate record.***

***Proposed: Cllr Ashcroft, Seconded: Cllr Leytham. AGREED unanimously.***

**24/51 – Consider allowing the local Beavers Group to plant a hedge along Turner Croft. – (2 mins)**

***RESOLVED: The Parish Council agreed to the local Beavers Group planting a hedge along Turner Croft. Proposed: Cllr Bown, Seconded: Cllr Leytham. AGREED unanimously.***

**24/52 – Consider a request to site a PTA/School notice board on Hay End Lane grass area. – (2 mins)**

***RESOLVED: The Parish Council agreed in principle to this request. Delegated authority was granted to the members of the Projects Group and the Clerk to determine the precise location and design.***

***Proposed: Cllr Ashcroft, Seconded: Cllr Deathridge. AGREED unanimously.***

**24/53 – Consider our Website hosting, should this change from VisionICT. – (10 mins)**

***RESOLVED: The Parish Council has approved a scoping exercise to determine the desired appearance, beneficial features, loading speed, and user-friendliness of its website alongside potential companies. A budget of up to £500 has been allocated to the Engagement Group to conduct this exercise and report back to the full Council.***

***Proposed: Cllr Ashcroft, Seconded: Cllr Deathridge. AGREED unanimously.***

**24/54 – Consider whether “The Promises” article should be included in the Newsletter. – (5 mins)**

***RESOLVED: The Parish Council agreed to leave “The Promises” article in the Newsletter.***

***Proposed: Cllr Dhillon, Seconded: Cllr Ashcroft. AGREED: 4 Cllrs, ABSTAIN: 2 Cllrs.***

**24/55 – Consider and approve a letter to businesses on Fradley Park regarding the formation of partnerships, establishing communication and exploring avenues of mutual support supplied by Cllr Deathridge – (2 mins)**

***RESOLVED: The Parish Council agreed to start by hand-delivering letters to 5 or 6 businesses, evaluate the success and progress, and then proceed with the remaining businesses. The Clerk will create a list detailing the recipients, delivery dates, and outcomes.***

***Proposed: Cllr Deathridge, Seconded: Cllr Dhillon. AGREED unanimously.***

**24/56 – Finance – (3mins)**

- a. To consider the following payments, any payments required after publication of the agenda will be advised at the meeting.

PAYEE	DESCRIPTION	AMOUNT	POWER
<b>May 2024</b>			
SJL Landscapes	Ground Maintenance Contract	2873.80	Open Space Act 1906 s9,10
D Beaumont	Handyman Contract	426.05	Open Space Act 1906 s9,10
Fradley Village Hall	Room Hire	93.50	LGA 1972 s111
Salaries, TAX,NIC	March Payment	3219.81	LGA 1972 s112 - 119
RJK Construction	Christmas Tree Lights	316.80	LGA 1972 s111
Claire Crompton	Expenses	11.99	LGA 1972 s111
Focus Group (DD)	Telephone Line	21.49	LGA 1972 s111
SPCA	Subscription	536.14	LGA 1972 s111
Source For Business	Water Supply Worthington	103.39	LGA 1972 s111
Glen Bown	Land Registry Search/Regalia	50.99	LGA 1972 s111
Water Worx	War Memorial Cleaning	420.00	LGA 1972 s111

**RESOLVED: The Council approved the above payments with the exception of SJL, Ground Maintenance Contract which will be discussed later in the meeting. Proposed; Cllr Ashcroft, Seconded; Cllr Deathridge. AGREED; unanimously.**

b. To note the following income:

PAYEE	DESCRIPTION	AMOUNT
LDC	CIL	1896.82
Redrow	Bin Emptying Wellington Gardens 2024/2025	312.00

c. To consider the unaudited accounts from 1.04.2024 to 31.05.2024, including all supporting documents provided by the Clerk.

**31.05.2024**

Current Account	£378,256.50
Unpresented Payments	<u>0.00</u>
<b>TOTAL</b>	<b>£378,256.50</b>

**RESOLVED: The Council approved the unaudited accounts provided by the Clerk. Proposed; Cllr Bown, Seconded; Cllr Gilmour. AGREED; unanimously.**

**24/57 – Working Groups and External Representative Reports:**

- **Projects Group:** Meeting 10.06.24.
  - i. Final official outcome of our long standing S106 grant repurposing request.
  - ii. Recommendations regarding details of projects including, the placing of street furniture, consideration of signage, consideration of suggestion to rename Watersmeet park, configuration and placing of play equipment in Hay End Lane Park.
  - iii. Consider giving delegated authority for the members of the Projects Group and the Clerk to go ahead and place orders for equipment and services.

**RESOLVED:** The surface of the MUGA is to be resurfaced with a polymeric surface in red.

**Proposed:** Cllr Bown, **Seconded:** Cllr Ashcroft. **AGREED; unanimously.**

**RESOLVED:** The Parish Council agreed to rename Barlow Drive side of the play park "Worthington Road Play Park", unifying it as a single play park. **Proposed:** Cllr Bown, **Seconded:** Cllr Ashcroft. **AGREED; unanimously.**

**RESOLVED:** The Parish Council agreed to rename Watersmeet. Councillors are requested to email their views and suggestions to the Clerk within one week.

**RESOLVED:** The Parish Council agreed to give members of the Projects Group along with the Clerk, delegated authority to commence placing orders for all projects.

**Proposed;** Cllr Bown, **Seconded;** Cllr Dhillon. **AGREED; unanimously.**

- **Environment Group:** Meeting 23.05.24 To include a monthly update on the Grounds Maintenance Contract. Consider our additional grass cut should take place in May in future years.

Cllr Deathridge provided the following report: The Ground Maintenance Contract will be discussed later under agenda item 24/62 b. The possibility of establishing a wildlife area at Watersmeet and a wild poppy display near the War Memorial is being explored. The group has discussed the memorial tree for the Queen, including potential sites and tree species. They have reached out to Open Gardens for assistance and advice on future projects and have also discussed ways to support Open Gardens.

- **Engagement Group:** Meeting 11.06.24.
  - i. General report including joint surgery litter pick.
  - ii. Update on progress and consideration of recommendations regarding the Parish Council Newsletter.
  - iii. Consideration of recommendations regarding conducting a residents' survey and how it might be publicised.
  - iv. Consider if the Council should purchase equipment to support a speed watch group.

Cllr Deathridge gave his report as follows: The litter pick event went very well and was well attended by approximately 27 residents, resulting in a very positive outcome. The newsletter, named "Fradley Life," is progressing nicely. It includes a QR code linking to an online survey, where residents are encouraged to provide suggestions for improving the village.

**RESOLVED:** It was agreed for there to be a budget of up to £200 for banners to promote the survey, the domain name and advertising.

**Proposed;** Cllr Ashcroft, **Seconded;** Cllr Deathridge. **AGREED; unanimously.**

**RESOLVED:** Following the successful attendance of the speed watch training course, a budget of up to £500 was agreed to purchase the necessary equipment and establish the speed watch group. **Proposed;** Cllr Deathridge, **Seconded;** Cllr Gilmour. **AGREED; unanimously.**

- **HR Committee:**

No update currently.

- **Representatives:**
  - **CEMEX:** Next planned meeting is 15.07.24, including the proposed expansion of the current Cemex site in conjunction with Tarmac.

Cllr Ashcroft reported back from a meeting with Tarmac. They are planning to expand the current Cemex site, extending from the end of Hay End Lane to the A515 Kings Bromley Road. This was an initial informal meeting preceding the full planning application stage. Further meetings are anticipated.

- **HS2:** No date set for next meeting as yet.

There will be an update from Balfour Beatty regarding the progress of HS2 at 6.30pm on the 18<sup>th</sup> July ahead of the next PC meeting.

- **Alrewas Charities:**

The next meeting is planned for 7<sup>th</sup> August.

## 24/58 – Planning Matters– (2 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
24/00536/LBC	The Swan Inn , Fradley Junction, Alrewas, Burton Upon Trent	Works to Listed Building to enable installation of illuminated and non-illuminated signage to building and external redecoration works	Application Rec 23.05.24 Comment by 25.06.24
24/00535/ADV	The Swan Inn , Fradley Junction, Alrewas, Burton Upon Trent	Display of illuminated and non-illuminated signage to building	Application Rec 23.05.24 Comment by 25.06.24
24/00623/FUH	4 Beeches Croft, Fradley, Lichfield, Staffordshire	Erection of two storey side and rear extension . Demolition of the existing garage and internal changes	Application Rec 07.06.24 Comment by 02.07.24

- c. To note the outcome of the following planning applications for which the Council has made full comment : None received this month.

*RESOLVED: Fradley Parish Council do not wish to comment on the above applications.*

## 24/59 – Clerk Reports – (6 mins)

- a. To note the email sent regarding the funding available identified by Cllr Leytham, to date, only 1 response has been received. However, this suggestion is not feasible as the building suggested is currently under offer. *Noted.*
- b. To note, we have received an invoice for the water supply at Barlow Drive, The 2 invoices have not yet been paid however, the water supply has not yet been disconnected.  
*RESOLVED: The Parish Council agreed to suspend the water supply indefinitely as there is no financial implication and it will leave the possibility of utilising the service in the future should they wish to. Proposed: Cllr Bown, Seconded: Cllr Leytham. AGREED: unanimously.*
- c. To note the email from PCSO Tracey Horton regarding Village CCTV. See link for more information: [Home \(weebly.com\)](#): *Noted.*
- d. Explanation of the process through which S106 funds are spent and how the expenditure is monitored and reported. *Noted.*
- e. To note the CIL Funds of £1896.82 for April 2024. *Noted.*
- f. Agree a date for the Budget Advisory Group meeting to discuss the finances for Quarter 1 and allocation of Reserves. *Date still to be arranged and confirmed.*

## 24/60 – Identify how Fradley Parish Council has made Fradley a better place to live since the last full meeting? – (5 mins)

Over the past month, our efforts to improve the village have been evident through several key initiatives. The Parish Council has utilised Community Infrastructure Levy (CIL) funds to replace a damaged dog waste bin on Fletcher Drive and install a new one at Watersmeet. Additionally, Fradley Parish Council organised its first community litter pick in conjunction with the Police, with around 27 residents supporting Councillors and Police. The draft of the first Parish Council Newsletter is complete and is being prepared for printing, to be hand-delivered by our local Scout and Beavers Groups. We have also received confirmation from Lichfield District Council that our Section 106 funds are secure, and the grant agreement forms are currently being drafted.

**24/61 – Date and time of the next Parish Council Meetings to be confirmed as 18th July 2024 at Fradley Village Hall commencing at 7.15pm following an update from HS2 commencing at 6.30pm. – (1 min)**

***RESOLVED: The Council AGREED the next Parish Council Meeting as 18th July 2024, at 7.15pm, Fradley Village Hall, following an update from HS2 Representative, William Slater at 6.30pm.***

**24/62- To consider a resolution under the Public Bodies (Admission to Meetings Act 1960) to exclude members of the Public. – (10 mins)**

- a. To discuss the development and further issues surrounding the planning application for Horner Avenue.

Discussions took place regarding the proposed Horner Avenue development. The Parish Council agreed to continue supporting the residents and their objections.

***RESOLVED: Subject to the Planning Office agreeing to accept new and additional reports, a budget of up to £1,500 was agreed to commission a new report from the same company previously used, provided they have new and relevant information to offer.***

***Proposed: Cllr Bown, Seconded: Cllr Leytham. AGREED: 5 Cllrs, 1 Abstain.***

- b. Consider the performance of the Grounds Maintenance Contractor and identify any actions that stem from the discussion.

Discussions took place regarding the level of service received from the Ground Maintenance Contractor this month. A meeting was held between the Clerk and the Contractor to address issues such as incomplete grass cutting, areas missed within the cycle, and the need for a more suitable schedule. The Contractor acknowledged that some areas were not serviced this month and that the interval between grass cuttings in May and June was unacceptable. They agreed to rectify these issues moving forward.

***RESOLVED: The Parish Council will continue to work with the Contractor, aiming to strengthen the relationship and expecting improvements in the service level. Payment for the June invoice was approved.***

***Proposed; Cllr Gilmour, Seconded; Cllr Ashcroft. AGREED; unanimously.***

Meeting closed at 21.30pm