

**MINUTES OF THE MEETING
HELD AT HARLEY HALL
TUESDAY 8th March 2022
19.00hrs**

Present:	Cllr Martin Buczkiewicz (Chair) Cllr Jim Elson (Vice Chair) Cllr Mike Fairlamb Cllr Andrew Bate Cllr Jill Ella																																																																																																
Also, in attendance:	Four members of the public																																																																																																
Apologies:	None																																																																																																
Council Meeting:	The Chairman, Cllr Buczkiewicz, opened the meeting.																																																																																																
66/2021	Police Speaker - No update provided. PCSO N Russell is now back on this beat, but did not attend the meeting.																																																																																																
67/2021	<p>Neighbourhood Watch</p> <p>Kevin Legg, the lead person for the Osgathorpe NHW scheme, was unable to make the meeting but asked that the following report be read out to Parish Councillors and villagers present at the meeting.</p> <p>=====</p> <p>Reported crime since last Parish Council (PC) meeting</p> <p>There has been 1 reported crime since the last PC meeting. December = 1 (Criminal Damage and arson)</p> <p>The current position, as at 31st December 2021, is shown below.</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th colspan="8" style="text-align: left;">OSGATHORPE CRIME FIGURES TO 31/12/21</th> </tr> <tr> <th></th> <th>2021</th> <th>2020</th> <th>2019</th> <th>2018</th> <th>2017</th> <th>2016</th> <th>2015</th> </tr> </thead> <tbody> <tr> <td>Anti Social Behaviour</td> <td>0</td> <td>0</td> <td>0</td> <td>0</td> <td>3</td> <td>7</td> <td>0</td> </tr> <tr> <td>Bike Theft</td> <td>0</td> <td>1</td> <td>0</td> <td>0</td> <td>0</td> <td>0</td> <td>0</td> </tr> <tr> <td>Burglaries (includes residential & commercial buildings)</td> <td>1</td> <td>0</td> <td>6</td> <td>2</td> <td>6</td> <td>4</td> <td>7</td> </tr> <tr> <td>Criminal Damage & Arson</td> <td>1</td> <td>1</td> <td>3</td> <td>0</td> <td>0</td> <td>0</td> <td>0</td> </tr> <tr> <td>Other Crime</td> <td>0</td> <td>1</td> <td>0</td> <td>0</td> <td>0</td> <td>0</td> <td>0</td> </tr> <tr> <td>Public Order</td> <td>2</td> <td>0</td> <td>0</td> <td>0</td> <td>0</td> <td>0</td> <td>0</td> </tr> <tr> <td>Theft</td> <td>2</td> <td>1</td> <td>2</td> <td>0</td> <td>3</td> <td>0</td> <td>0</td> </tr> <tr> <td>Vehicle Crime</td> <td>0</td> <td>2</td> <td>1</td> <td>0</td> <td>2</td> <td>1</td> <td>2</td> </tr> <tr> <td>Violence & Sexual offences</td> <td>5</td> <td>3</td> <td>2</td> <td>2</td> <td>2</td> <td>1</td> <td>0</td> </tr> <tr> <td>Total</td> <td>11</td> <td>9</td> <td>14</td> <td>4</td> <td>16</td> <td>13</td> <td>9</td> </tr> </tbody> </table> <p>Information issued to villagers</p> <p>Article written for the next edition of the Village Voice.</p>	OSGATHORPE CRIME FIGURES TO 31/12/21									2021	2020	2019	2018	2017	2016	2015	Anti Social Behaviour	0	0	0	0	3	7	0	Bike Theft	0	1	0	0	0	0	0	Burglaries (includes residential & commercial buildings)	1	0	6	2	6	4	7	Criminal Damage & Arson	1	1	3	0	0	0	0	Other Crime	0	1	0	0	0	0	0	Public Order	2	0	0	0	0	0	0	Theft	2	1	2	0	3	0	0	Vehicle Crime	0	2	1	0	2	1	2	Violence & Sexual offences	5	3	2	2	2	1	0	Total	11	9	14	4	16	13	9
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68/2021	Minutes of the Previous Meeting
	Following this review of the minutes of the January Parish Council meeting Cllr Buczkiewicz proposed that they are a true and accurate representation. Seconded by Cllr Elson. Unanimously approved.
69/2021	Matters Arising / Clerks progress report
	<ol style="list-style-type: none"> 1. Update on Action log <ul style="list-style-type: none"> • The Chairman, Cllr Buczkiewicz, gave an update on the actions within the current action log. • The document will be updated and added to the website. ACTION: Cllr Ella (who was taking the minutes) is to inform Mrs Clarke of the updates so Mrs Clarke can update the action log. 2. Sub Committees <ul style="list-style-type: none"> • Harley Hall sub-committee – Not yet established • Planning sub-committee Following a recent enquiry it was proposed that a planning sub-committee be established to consider planning application consultations. The sub-committee will comprise of all of the Parish Councillors. If any of the Councillors believe that an objection should be made to an application then the sub-committee will convene. It was further proposed that three Councillors will need to attend to make such a meeting quorate. The meeting may be held in-person or via electronic communication. The meeting's decision(s) will be minuted. Proposed by Cllr Bate, seconded by Cllr Elson and unanimously approved. 3. FOI raised in relation to a planning consultation made by the Parish Council - Cllr Bate updated the meeting stating that the PC believes it did follow the correct procedures.
70/2021	Financial Matters
	<p>The Chairman, Cllr Buczkiewicz, gave a summary of the accounts, presenting bank reconciliations for all three accounts.</p> <p>Current account £2,939.32 Reserve account £2,504.82 Play area account £8,575.70</p> <p>Cllr Buczkiewicz proposed a leaving gift for the Parish Clerk – Lisa Clarke (value of £50). This was seconded by Cllr Bate and unanimously approved.</p> <p>It was proposed by Cllr Buczkiewicz that a £50 cheque should be written for Cllr Ella who has sourced a gift on behalf of the PC and presented a receipt. This was seconded by Cllr Fairlamb and agreed by Cllr Elson and Cllr Bate.</p> <ol style="list-style-type: none"> 1. Cheques / payments <ol style="list-style-type: none"> a. Hire of Harley Hall for PC meetings in Jan & March - £50 b. Heritage Trail meeting - Harley Hall hire - £50 c. Leaving/thank you gift for Parish Clerk - £50 2. Deposits – none <p>The Chairman read out a letter from the PCC expressing appreciation of the £400 grant.</p>

71 /2021	Planning Matters
	<ol style="list-style-type: none"> 1. Planning responses in progress: <ol style="list-style-type: none"> a) 21/02368/FUL - Brookside Farm b) 21/02369/LBC - Brookside Farm c) 22/00131/VCU - Land adjacent to 29 Main Street d) 22/00184/FUL - 32 Main Street 2. Planning responses received: <ol style="list-style-type: none"> a) 21/02368/FUL Brookside Farm – approved b) 21/02369/LBC Brookside Farm - approved 3. Land opposite Vine House - A meeting was held on site with NWLD Planning Enforcement. The concerns raised have been taken away to discuss with the Head of Planning, C.Elston. No further comment from Cllr Bate. 4. Main Street development ongoing complaints - The development is completed. No actions outstanding. 5. Village Plan - This will definitely go ahead as a project in 2022 (keep on agenda) 6. Proposed change to planning reporting - Cllr Bate proposed that ongoing planning applications are included within the agenda for future meetings. This was seconded by Cllr Elson and unanimously approved. 7. 22/00022/FUL: Field – applying for permission to erect/install a log cabin.
72 /2021	Correspondence
	<p>The following correspondence was received and reviewed.</p> <ol style="list-style-type: none"> 1. LCC Enhanced Partnership Plan and Scheme – invitation to comment – bus service. 2. LCC – Electric Car Club Survey 3. Local Plan review NWLDC – Action: Cllr Bate thinks the Parish Clerk has submitted this. Will check with Mrs Clarke. 4. Commemorative bench and tree - Cllr Buczkiewicz, Cllr Bate and Cllr Ella have looked at suitable locations. The bench will be located near to the Dawson’s Road Bridge. The tree cannot be planted next to the bench due to the drains, so will be planted in the Thomas Harley Play Area off Dawson’s Road. 5. Defibrillator grant - The village defibs already have this grant applied. 6. Bev Smith resignation 7. The Queens Platinum Jubilee Celebrations – street party road closure arrangements – the PC does not think there will be any street closures. 8. Planning Policy Consultation – Green Infrastructure Study 9. Community recovery worker – This has been added to the website and noticeboards. 10. Letter from Nick Rushton, Leader of LCC, regarding the invasion of Ukraine – Cllr Buczkiewicz read out the letter. Action: letter to be added to the PC website and put on the noticeboards. 11. Community Focus Team, Environmental Crime – Cllr Buczkiewicz asked if any of the councillors would be available to attend the zoom meeting. 12. LRLC Training Courses – Cllrs to check if there are any relevant to them 13. Letter of support for struggling businesses – Action: Parish Clerk to add to website 14. Dog poo bins – an additional bin was ordered on 31st August 2021 but has still not been delivered. Action: Cllr Buczkiewicz to chase.

	<p>Cllr Bate highlighted this is yet another example of lack of service by NWLDC. Cllr Buczkiewicz asked if Cllr Bate would write a letter to NWLDC with a list of correspondence from the PC that has so far not been responded to. Action: Cllr Bate to write the letter.</p>
73 /2021	Cemetery Maintenance
	<ol style="list-style-type: none"> 1. Mr George – Burial 2. Mr Booton – interred ashes 3. Richard Randle memorial tree (Church yard) – Proposed in favour by Cllr Buczkiewicz, seconded by Cllr Bate, unanimously approved.
74 /2021	Play area
	<p>Cllr Ella gave an update on the condition of the Play area. It appears in good order.</p> <ul style="list-style-type: none"> • The yearly inspection of play equipment is due. Action: Cllr Ella to arrange for Wicksteed to carry out the inspection. • The next SUDs inspection is due to be carried out on 22nd March. Looking at the previous report, the question was raised about the initials of the person carrying out the inspection. Who is JC? Action: Cllr Ella to check with the Parish Clerk. • Cllr Bate asked if the play area risk assessment was on the website. Action: Cllr Ella to check • Cllr Ella requested that if Cllrs are aware of any work taking place in the play area, can they or whoever is carrying out the work inform Cllr Ella so that it can be logged.
75 /2021	Highways and Footpaths
	<ol style="list-style-type: none"> 1. Sewage pipe break contact with STW - completed 2. Parish Council notice board – Ian Wesley who originally made/installed the board has kindly agreed to repair the damaged door. 3. Rowan tree on Dawson’s Road – to be taken off the agenda 4. Fallen tree on Main Street – Cllr Elson made the tree/area safe, and LCC attended and cleared the site. 5. Road closure – Stordon Lane on 19th April, for drainage work. Action: Parish Clerk to add information to website
76 /2021	Website and Village Voice
	<p>The next Village Voice will be issued at the end of March or beginning of April.</p>
77 /2021	Other Village Items for Discussion
	<ol style="list-style-type: none"> 1. The Storey Arms <ul style="list-style-type: none"> • A FOI has been submitted by the Parish Council to NWLDC re planning permissions with S106 agreements. Data has been returned • OCPL has also submitted a FOI to NWLDC - this has not yet been responded to. • The formal complaint submitted to NWLDC has gone into the NWLDC formal complaint procedure. 2. Allotments. <ul style="list-style-type: none"> • NWLDC have responded that they are currently not in a position to dispose of land that may be available. There is no option for the Parish Council to appeal this decision.

	<p>3. Broadband.</p> <ul style="list-style-type: none"> • Cllr Bate is liaising with residents and is jointly looking at alternative solutions that can provide improved broadband speeds. <p>4. Harley Hall.</p> <ul style="list-style-type: none"> • Cllr Buczkiewicz is still waiting for the draft agreement from the Harley Trust. • Cllr Bate suggested a sub working group is formed at an early opportunity. Action: Parish Clerk to add to the next agenda <p>5. Heritage Trail</p> <ul style="list-style-type: none"> • Cllr Buczkiewicz updated on the various stages of forming the Heritage Trail working group and possible locations for Heritage Trail boards. • It was requested that the Heritage Trail boards are included in the Osgathorpe PC risk assessments and the insurance. Action: to be added to the agenda for the May PC meeting. • It was requested that the PC fund the next two Heritage Trail meetings in the Harley Hall. Action: to be added to the agenda for the May PC meeting.
78 /2021	Public Participation
	<p>Defibrillators</p> <ul style="list-style-type: none"> • Defibrillator located at The Storey Arms - The light switch was not working. Dave Marshall has fixed this. • The PC would like an update on when new Defib pads are needed and costings. Action: to be added to the next agenda <p>Parish Clerk vacancy</p> <ul style="list-style-type: none"> • Chairman, Cllr Buczkiewicz, informed the meeting that the Parish Clerk, Mrs Clarke, would be moving away from the district. The Chair said that Mrs Clarke had provided excellent service to the PC over many years and would be greatly missed. The PC has advertised the post. Mrs Clarke has agreed to assist with many of the clerk's duties until a replacement is found. • Cllr Bate asked if Mrs Clarke was continuing to oversee planning responses. Action: To check with Mrs Clarke • Cllr Ella expressed the opinion that the Parish Clerk's role is a vital position and if a replacement could not be found, asked if it would it be possible to contact LRALC to provide a temporary clerk. Action: Cllr Buczkiewicz to let Councillors know if there are any candidates for the role of PC Clerk, and if not, to liaise with LRALC regarding a temporary clerk. <p>Platinum Jubilee</p> <p>Cllr Buczkiewicz informed the PC that a group of villagers are arranging a Jubilee party. Details will follow, once confirmed.</p> <p>Fly Tipping - Ongoing vigilance is required.</p> <p>Dog mess - Although most villagers do pick up after their dogs, there are posters reminding residents that it is an offence not to pick up their dog's mess.</p>

	<p>Cats killed on Snarrows Road</p> <ul style="list-style-type: none"> • A reminder for residents to drive carefully, as a further two kittens have been killed on the stretch of road just below the Severn Trent works. • Cllr Bate highlighted that it was dangerous (even with the best of intentions) for anyone to shine bright lights at cars/drivers, as this could result in a serious accident. <p>Harley Hall Trust update</p> <p>The Harley Hall Trust will arrange and pay for redecorating the Harley Hall.</p>
	Date of next meeting
	3 rd May 2022
Signed by Chairman	
Date	

Draft