



# Shenstone Parish Council

Serving Little Aston, Shenstone, Stonnall, Shenstone Wood End, Lynn, Fotherley and Little Hay  
 Parish Council Office 25C Main Street Shenstone WS14 0LZ Tel: 01543 481 947  
 website: [www.shenstone-staffs.gov.uk](http://www.shenstone-staffs.gov.uk) e-mail: [admin@shenstone-staffs.gov.uk](mailto:admin@shenstone-staffs.gov.uk)

| SHENSTONE PARISH FULL COUNCIL MEETING HELD TUESDAY 14 <sup>th</sup> MARCH 2017-7.15PM<br>VENUE: SHENSTONE VILLAGE HALL |   |
|--|---|
| <b>222</b>   | <b>Register of Members in attendance</b><br>Councillors Rita Hancocks (Chairman), Sheila Beilby, Mick Cox, Lynda Jones, Val Neale, Gail Nicholls, Neil Perry, David Salter, David Thompson, Jean Wilson, John Branch, Elizabeth Hassall, Val Neale. Parish Clerk- Sue Nelson  |
| <b>223</b>   | <b>Apologies Received</b> - Councillors Tim Cox and Charles Fordham. County Councillor David Smith. Ann-Marie Mitchell-Minute Clerk.  |
| <b>224</b>   | <b>Declaration of Interest on Agenda Items / As per register /no further declarations to be received</b>  |
| <b>225</b>   | <b>Up to 15 minutes of Public Participation (if required)</b><br>A member of the public expressed concerns about Wall Island. See item 234.   |
| <b>226</b>   | <b>Approval of Minutes from Full Council Meeting held on Tuesday 14<sup>th</sup> February 2017 – Little Aston Village Hall.</b><br>Members agreed that they were a true record and they were duly signed.   |
| <b>227</b>   | <b>Matters arising from Minutes</b><br><b>Community Concerns- Shire Oak Quarry.</b><br>District Councillor Elizabeth Hassall confirmed that correspondence had been sent to Staffordshire County Council & JPE from Shenstone Parish Council reporting the ongoing problems of noise levels and pollution from Shire Oak Quarry.  |
| <b>228</b>   | <b>To receive reports from District and County Councillors –</b><br>District Cllr Hassall reported that a tree in Thornescroft, Stonnall was causing problems and could the Council get Gareth Hare, the tree officer at LDC, to examine it & report back. The cost of the site visit and report to the council would be £49.00. However, still waiting on report from Gareth Hare to confirm forward plan. Members suggested that quotations be requested from Calder Tree Surgery and James Tonks for Members review<br><b>Currently awaiting official advice from Gareth Hare- ongoing</b>   |
|  | District Councillor David Salter advised Members that at a Cabinet Meeting which was held at LDC, District Councillors were informed that a Public Consultation proposing the release of Green Belt Land will commence on the 20 <sup>th</sup> March 2017 and includes sites which may cause some contention in our Parish. Cllr Salter advised that maps are available for general viewing containing details of locations. Under the terms of the Neighbourhood Plan, Shenstone is to find space for 150 more houses. There are none proposed for Stonnall or Little Aston.   |
| <b>229</b>   | <b>Meeting dates to formally ratify the calendar of committee meetings –dates provided by Cllr Beilby.</b><br><b>Finance, Legal Health and Safety Committee</b><br>Tuesday March 28 <sup>th</sup> 2017 at 5.30pm SPC Office/Cooper Rooms<br>Tuesday May 23 <sup>rd</sup> or 30 <sup>th</sup> 2017 at 5.30pm SPC Office/Cooper Rooms ( Confirm which date is preferred option)<br>Tuesday July 25 <sup>th</sup> 2017 at 5.30pm SPC Office/Cooper Rooms<br>Tuesday October 31 <sup>st</sup> at 5.30pm SPC Office/Cooper Rooms<br>Tuesday December 19 <sup>th</sup> 2017 at 5.30pm SPC Office/Cooper Rooms<br>Tuesday February 27 <sup>th</sup> 2018 at 5.30pm SPC Office/Cooper Rooms<br>Tuesday April 24 <sup>th</sup> 2018 at 5.30pm SPC Office/Cooper Rooms<br><b>Neighbourhood Planning and Property Committee</b><br>Tuesday April 25 <sup>th</sup> 2017 at 5.30pm SPC Office/Cooper Rooms<br>Tuesday June 27 <sup>th</sup> 2017 at 5.30pm SPC Office/Cooper Rooms<br>Tuesday September 26 <sup>th</sup> 2017 at 5.30pm SPC Office/Cooper Rooms<br>Tuesday November 28 <sup>th</sup> 2017 at 5.30pm SPC Office/Cooper Rooms<br>Tuesday January 30 <sup>th</sup> 2018 at 5.30pm SPC Office/Cooper Rooms<br>Tuesday March 27 <sup>th</sup> 2018 at 5.30pm SPC Office/Cooper Rooms<br><b>Employment Committee</b> - next meeting date to be confirmed.<br>UPDATE_ Cllr Hassall has resigned from the post of Chairman of the Employment Committee.<br>Forward plan to be confirmed-ONGOING. |
| <b>230</b>   | <b>Lawn Cemetery –Shenstone- update</b>   |
| <b>i)</b>  | <b>Update on reclamation of land held for cemetery provision at the lower lawn cemetery.</b><br>Councillors David Thompson and Mick Cox are confirmed as the main leads for this project.<br>Cllr Thompson suggested that the process to reclaim land from householders may be more of a liability than an asset as<br><ol style="list-style-type: none"> <li>1) Owners may claim adverse possession or</li> <li>2) If they do acquiesce to the reclaiming of the land, the fees incurred to provide valuation and the associated legal fees will all have to be met by the Parish Council. The boundary wall would need to be repositioned and total costs could reach 20K plus.</li> </ol>  |

|                        | <p>Cllr Mick Cox explained that there could be additional drawbacks. i.e. that the plot holders may not ALL agree to handing their plot back, and if this were the case, it would be very difficult to proceed with reclamation.</p> <p>Members were advised that we have approximately 5 years of burial space left at the Lower Lawn Cemetery and agreed that this item must be kept on the agenda to ensure a considered process to locate appropriate site. Members agreed that the first step was to get current land valuations for the plots of land <b>ONGOING</b></p>  |                    |                 |                        |  |                    |  |                    |                                    |          |  |
|------------------------|---|--------------------|-----------------|------------------------|--|--------------------|--|--------------------|------------------------------------|----------|--|
| ii)                    | <p><b>Update on renewal of cemetery maintenance contract- Cllr DT</b></p> <p>Councillor David Thompson reported that he had visited the site with a representative of one of the organisations looking to tender for this contract. Cllr DT to meet with current contractor on site. Contact details requested- <b>RH to provide. ONGOING ACTION- report back to next Full Council meeting</b></p> <p><u>Cemetery Grounds Maintenance</u></p> <p>In caring for the cemetery grounds we aim to achieve the following maintenance standards:</p> <table border="1"> <thead> <tr> <th><u>Description</u></th> <th><u>Standard</u></th> </tr> </thead> <tbody> <tr> <td>1. Mow all grass areas</td> <td>Undertake cuts necessary to maintain a 75mm length</td> </tr> <tr> <td>2. Cut grass edges</td> <td>Strim with careful attention around graves</td> </tr> <tr> <td>3. Grass clippings</td> <td>To be picked up and tipped on site</td> </tr> <tr> <td>4. Paths</td> <td>To be swept clear by hand and edges strimmed</td> </tr> </tbody> </table> <p>When floral tributes have decayed and become unsightly they will be removed from the holders and wrappers and placed in the cemetery compost site. Materials not compostable shall be removed from the site to the contractors own tip.</p> <p>Litter bins to be emptied and contents disposed of as above.</p> <p>After cutting an area the contractor will wipe/blow off any grass cuttings that have been deposited on any headstone and not allowed to "dry on". Grass cutting and strimming is only carried out during the growing season from the start of March to the end of October. Care must be taken that there is no interference with floral tributes/plants or containers placed on graves. The edge of memorials and paths to be treated with a weed killer either in the form of spray or granules. Leaf clearance will commence in November and be completed by the end of March.</p> <p>Leaves cleared for Christmas if at all possible. All hard surface paths within the Cemetery will be swept as and when necessary by hand. Shrubs and trees will be pruned and cut back in accordance with their seasonal requirements. Refuelling of mowers/strimmers must not be carried out on the grass area. These standards are subject to weather conditions permitting work.</p> | <u>Description</u> | <u>Standard</u> | 1. Mow all grass areas | Undertake cuts necessary to maintain a 75mm length | 2. Cut grass edges | Strim with careful attention around graves | 3. Grass clippings | To be picked up and tipped on site | 4. Paths | To be swept clear by hand and edges strimmed |
| <u>Description</u>     | <u>Standard</u>   |                    |                 |                        |  |                    |  |                    |                                    |          |  |
| 1. Mow all grass areas | Undertake cuts necessary to maintain a 75mm length  |                    |                 |                        |  |                    |  |                    |                                    |          |  |
| 2. Cut grass edges     | Strim with careful attention around graves  |                    |                 |                        |  |                    |  |                    |                                    |          |  |
| 3. Grass clippings     | To be picked up and tipped on site  |                    |                 |                        |  |                    |  |                    |                                    |          |  |
| 4. Paths               | To be swept clear by hand and edges strimmed  |                    |                 |                        |  |                    |  |                    |                                    |          |  |
| iii)                   | <p><b>Update on investigation of new potential cemetery sites- Update Cllrs MC/DT- work ongoing. Cllrs MC/DT will provide report to members shortly. ONGOING</b></p>  |                    |                 |                        |  |                    |  |                    |                                    |          |  |
| iv)                    | <p><b>Mole Infestation/Mole Catcher- update on removal of moles at Lower Lawn Cemetery, Shenstone- Cllr RH</b></p> <p>Members debated the removal of moles at the Shenstone Lawn Cemetery-</p> <p>Following extensive discussion, a vote was taken to decide if the action to humanely kill the moles should be undertaken. 3 members voted for action/5 members voted against this course of action/4 members abstained. <b>RESOLVED: No further action to be taken.</b></p>   |                    |                 |                        |  |                    |  |                    |                                    |          |  |
| 231                    | <p><b>Lammas Land- update on contract completion</b></p> <p>Cllr DT reported that the new pathway around the Lammas Land has been installed to a good standard and that the difference between the estimated cost of works and the final bill was up by 5%- £427.00.</p> <p><b>RESOLVED: Members were provided with details regarding this additional expenditure and confirmed approval of the final payment including the additional amount of £427 as reported above.</b></p>  |                    |                 |                        |  |                    |  |                    |                                    |          |  |
| 232                    | <p><b>Report from Contract Review Meeting held on Mon 27<sup>th</sup> Feb with Lichfield DC – Cllr SB ( report attached)</b></p> <p><u>Shenstone Parish Council</u></p> <p>Cllr SB confirmed that Gary Brownridge and his team at LDC would continue to maintain the playing fields and the emptying of all the litter bins in the Parish under the Soft Landscaping Contract. There is no increase in price for the year 2017/18 as a two year fixed charge had been negotiated last year. New terms will need to be reviewed in Feb 2018 for implementation for April 2018. Gary had advised that some Parishes were now taking up a Service Level Agreement where price increases are based on the CPI or RPI index. SB was asked to confirm.</p>  |                    |                 |                        |  |                    |  |                    |                                    |          |  |
| 233                    | <p><b>Road Traffic Islands and planter sponsorship.</b></p> <p>It was agreed that Creative Plants of Birmingham Rd, Shenstone could take over the maintenance of the existing planter at Watford Gap Island in lieu of payment for displaying a small sponsorship sign. It was also agreed that a planter could be installed under the Shenstone Woodend sign opposite their business premises (subject to sanction from SCC) and maintain it under the same terms.</p> <p>It was further approved that MoveCorp could take the five vacant sign on the Streetly Island at a cost of £1000 per annum payable by direct debit.</p> <p>Russell, the Shenstone butcher may be interested in the Pinfold Island. <b>ACTION: Cllr RH to speak to Russell.</b></p>  |                    |                 |                        |  |                    |  |                    |                                    |          |  |
| 234                    | <p><b>Wall Island.</b> This item was brought forward as the subject was raised by a member of the public who was in attendance. Following discussions highlighting the many concerns held by Councillors, it was agreed that: Cllr DT, as NPP lead, would draft a letter to Highways England expressing the concerns of the council and requesting information relating to future improvements to the junction. Cllr DS would also write in his position as District Councillor.</p>  |                    |                 |                        |  |                    |  |                    |                                    |          |  |
| 235                    | <p><b>Parish v Town Status-</b> Cllr DS requested that members consider a future title change from Parish to Town council in</p>  |                    |                 |                        |  |                    |  |                    |                                    |          |  |

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|     | order to raise the perceived status of the council. This could be of particular benefit in the event of devolvement of powers across the tiers of Local Government. <b>ONGOING</b>  |
| 236 | <b>Street Lighting charges Roman Rd &amp; Court Drive- Update Cllr SB</b><br>Cllr SB reported to members that the annual charge for 8 un-adopted street lights around Shenstone Parish totals £600-700 annually- the locations are 2 lights on Barnes Rd, Shenstone/4 lights on Court Drive, Shenstone/ 1 light on Roman Rd, Little Aston and 1 light on Talbot Rd, Little Aston. It was agreed that Cllr SB investigate further to giving notice for the lights in Court Drive & those in Little Aston. <b>Cllr SB to report back.</b>   |
| 237 | <b>Parking issues – Shenstone update Cllr NP</b><br>Cllr NP reported about the issues of parking in Shenstone, particularly around the station. This has been an ongoing problem for years & it was agreed that double yellow lines would only move the problem elsewhere in the village  |
| 238 | <b>Court Drive, Shenstone- Gate Lodge. Update Cllr DT</b><br>A letter has been sent to Richard King, Director of Place & Community at LDC from SPC to give support to residents of Court Drive who have complained about the poor condition of the vacant Gate Lodge and garden area. Members were made aware that the most recent planning application to demolish the property expired on 22 <sup>nd</sup> October 2016 and that the correspondence sent from the Parish Council to LDC requested that they use relevant Planning, Environmental Health or Dangerous Structures legislation and powers to address this matter- <b>ONGOING</b> |
| 229 | <b>Cllr Salter request for the printing of 250 double sided A4 application forms for LARGA's Party in the Park "17.</b><br>To have tickets printed off site-£35.00. + postage/ to print in house on office paper-£17.50 + paper cost.<br><b>RECOMMENDATION/RESOLUTION Members discussed and resolved to print using the Parish Council Copier.</b>  |
| 240 | <b>Shenstone Parish Council current financial position at March 2017- Cllr SB</b><br>Total funds available from all accounts: £137,768.32 Credit.<br>Cllr SB informed members that between now & the end of the financial year; invoices totalling £25K were expected. The Community Grant Funding total expenditure-£9k- is to be paid in April in the new financial year. As expenditure this year has been below Precept it was agreed to ring fence £25K towards provision of a new cemetery.   |
| 241 | <b>Planning- to review applications if any received.</b> No comments.   |
| 242 | <b>Recommendations from NP&amp;P meeting held 28<sup>th</sup> February in SPC office.</b><br>Review Parish Council Office accessibility in relation to access for mobile scooters, buggies & wheelchairs.<br><b>Councillors agreed that whilst access to the clerk may be difficult, the clerk could come out of the office or agree to meet at suitable venue.</b> <ul style="list-style-type: none"> <li>- <b>Grounds Maintenance Contract Review-</b> refer to agenda item 232 for full report.</li> <li>- <b>Moles-</b> see agenda item 230.</li> </ul>   |
| 243 | <b>Co-Option of new Councillor for Little Aston &amp; Stonnall Ward:</b> advertising & procedure. Cllrs Nicholls & Salter confirmed as main leads to advertise and co-ordinate this process.  |
| 244 | <b>To set date and venue for Annual Parish Meeting- May 2017- Deferred to April</b>   |
| 245 | <b>Correspondence received for members review</b><br>Little Aston Village Hall AGM- Tues 21 <sup>st</sup> March at 7.30, Little Aston Village Hall, B74 3UF   |
| 246 | <b>Date, time &amp; venue of the next Parish Council meeting- TUESDAY APRIL 11<sup>th</sup> 2017 at Little Aston Village Hall, B74 3UF</b>  |

*Rita Dance*

Signed Parish Council Chairman

Date: 11<sup>th</sup> April 2017 at 7.15pm