



Alton Parish Council

Minutes of the Meeting held on Wednesday 13th April 2022 at 7pm

Present: Councillor J. Shepherd (Chair), Councillor R. Wood, Councillor E. Brindley, Councillor P. Ballard, Councillor A. Dronzek, Cllr m. Worthington (SCC), Cllr H. Plimley (SMDC).

Guests: Mr Ben Haywood (SMDC, Operations Manager Development Services), Cllr Paul Roberts (SMDC, Planning committee), Cllr G. Bentley (Cheadle Town Council).

Mr S.J. Burton (Clerk)

5 members of the public.

Apologies: Councillor S. Hollins, Councillor N. Conway, Councillor P. Gwinnett.

Cllr Shepherd declared the meeting open at 7pm and welcomed the guests, particularly Mr Haywood and Cllr Roberts who had been invited to discuss planning applications.

49/22. Declarations of interest.

- i. Cllr Shepherd wished it to be recorded that he is the Chair of the ACE group (Alton Community Events) who may be mentioned later in the meeting.

50/22. Minutes of the meeting held on Wednesday 9th March 2022.

- i. The minutes of the above meetings were declared a true record proposed by Cllr Wood and seconded by Cllr Dronzek and agreed by all and were signed by the Chair and the clerk.

51/22. Matters arising.

- i. The clerk stated he had asked the lengthsman to clear the footpath by the War memorial and the Doctors Steps. He has viewed the War Memorial footpath and it is clean (Cllr Dronzek has also cleaned this footpath). Cllr Wood stated the 'Doctors Steps' did not look as though they had been cleaned. The clerk stated the lengthsman had told him he would be clearing both locations again this week and weed spraying. The clerk will check the lengthsman has cleared the 'Doctors Steps'. **Action: The clerk.**
- ii. The clerk reported that he has updated Cllr Fowler informing him that no work is required on the Churnet Way footpath in Alton (minute 38/22 i).
- iii. Cllr Ballard reported that there has not been a village hall committee meeting so she has not requested an invoice for the hire of the hall by the council. **Action: Carried forward to the next meeting-Cllr Ballard.**
- iv. The clerk reported he has now had an acknowledgement from Cllr Williams (SCC) in relation to the letter sent to him about the Quiet Lanes project. Cllr Williams will write when he has inquired into the Quiet Lanes issue.
- v. The clerk reported that he has visited the High Street with a Fire Safety Officer. Despite the parking the road is wide enough for a fire engine to pass. Also hosepipes are connected to set locations on all streets and can be run for vast distances to reach fires. (Minute 40/22 iii).



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- vi. Cllr Shepherd reported that the bench near the Lord Shrewsbury does need repairing (Minute 40/22 iv).
- vii. Cllr Dronzek has repaired the cemetery gate that was not closing properly (Minute 41/22 i).

52/22. Mr Ben Haywood and Cllr Paul Roberts were invited by the Chair to discuss planning applications and how the parish council's comments on planning issues are considered.

Mr Haywood began by giving an overview of the planning process and what is considered a planning application.

He then went through a series of question that had been forwarded to him and Cllr Roberts prior to the meeting, covering a variety of scenarios.

He explained what types of planning were decided by Planning Officers and those that go to the Planning Committee consisting of 14 councillors. Most applications of a more routine nature go to a Planning Officer. Cllr Roberts who is Chair of the Planning Committee added to the explanation. The types of planning applications that go to committee are the more controversial applications and those of significant public interest, such as building on green belt, or for example, if a staff member put in an application. Any member of the SMDC council can 'call in' a planning application for a good planning reason, then it would go to the Planning Committee.

Mr Haywood explained that most planning is approved within policy but that other matters can be considered, such as the use of more modern materials to lower the carbon footprint.

Whilst the parish council is a statutory consultee in planning applications, how influential the comments are depend on whether the comments are material to the application and express planning considerations.

Each planning application is considered on its merits.

At the conclusion Cllr Shepherd thanked both men for a very insightful discussion. The council showed their appreciation with a round of applause.

53/22. Councillor Shepherd declared an open forum to allow parishioners present to ask questions/raise issues.

- ii. A member of the public asked if the Moorlands Connect bus service is going to continue. Cllr Worthington stated it is continuing for the moment, but future funding is unknown.
- iii. A member of the public asked how a conflict of interest is dealt with if a parish councillor has an interest in a planning application. Cllr Shepherd explained the interest must be declared and the councillor would not take part in the discussion or voting on the issue.

54/22. Co-option of a new councillor.

- i. Cllr Shepherd explained that there is a vacancy on the council which the clerk confirmed has been advertised in accordance with the law and overseen by SMDC. No one has come forward and no election has been requested. SMDC have informed the clerk that the council may now co-opt a new member.



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- ii. Cllr Shepherd introduced Mrs Holly Kelsall a local lady who was sitting in the public area. Mrs Kelsall was invited to speak. She declared that she wished to become a member of the council and explained in some detail how she would contribute to the council. There was only one question before she was asked to leave the room whilst the council discussed and voted on her membership. Cllr Shepherd proposed and Cllr Dronzek seconded that she be co-opted onto the council, this was carried.
- iii. Mrs Kelsall was invited back into the meeting when Cllr Shepherd welcomed her to the council. She will take her seat at the next meeting when the formalities have been completed.

55/22. Lengthsman.

- i. The lengthsman's contract was discussed for renewal. Cllr Shepherd proposed and Cllr Dronzek seconded that the contract be renewed for another 12 months. This was carried by the council.
- ii. The clerk was asked to contact the lengthsman regarding the best way to tackle ad hoc jobs. This will be an agenda item next month. **Action: The clerk.**

56/22. Alton Towers.

- i. A notice called a 'vendor request' has been sent out by Alton Towers offering donations/support for upcoming events or maintenance. The council discussed it and decided at the moment not to apply for support but as matters come up in the future the kind offer will be re-considered.

57/22. Footpaths.

- i. Nothing for this item of business.

58/22. Village Hall.

- i. Cllr Worthington stated that he has donated £500 from his community fund to the village hall for lighting maintenance.

59/22. Highways and Road Safety.

- i. Cllr Wood explained SCC want all potholes reported separately, so for example if three are close together that would be three reports. Cllr Worthington stated the policy is changing to cover all potholes at the same location.
- ii. Cllr Wood will report two potholes in Back Lane and one in Knight Lane. **Action: Cllr Wood.**
- iii. Cllr Shepherd gave an update on the Quiet Lane project. Other parish council's are interested. Each council will identify lanes on their area and forward them to Carmen Worthington, parish clerk at several local councils, she will compile a list. There is a meeting on 18th May 2022 at Alton Towers, who have offered to assist with finance. Cllr Shepherd suggested that in the parish the following roads should be considered. Nabb Lane, Alton Lane, Horse Road and Red Road. It is appreciated that possibly there will not be funding for all the roads.

60/22. Parish Cemetery and St. Peter's Church Yard.

- i. Cllr Shepherd stated that the keys for the store building in the cemetery cannot be found and he would like funding to have the lock replaced and asked if the building could be used as a store for the ACE group. He proposed up to £200 to replace the lock, seconded by Cllr Ballard and carried with one abstention.



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61/22. Planning and Licensing Applications.

- i. SMD/2022/0124. Mrs J. Stringer, Peakstones Farm, Cheadle Road, Alton. Construction of 20m x 40m menage for private use only. **No objections.**
- ii. SMD/2022/0082. Mr and Mrs Harrison, Threapwood Farm, Alton Road, Threapwood. Change of use of attached outbuilding to additional living accommodation with minor external alterations. **No objections.**
- iii. SMD/2022/0142. Adam Alcock, 2, The Mount, High Street, Alton. Proposed single storey rear extension. **No objections.**
- iv. SMD/2022/0119. Mrs Anita Adams, 11 Fair View, Battlesteads, Alton. New vehicle access to the garden. **After a discussion Cllr Shepherd proposed and Cllr Ballard seconded that the council object to the application on the grounds that the removal of the dry stone wall to facilitate the opening for the access will result in a loss of heritage in the area.**
- v. SMD/2022/0128 and 0129. Mr and Mrs Green, 5 Lavender Cottage, Vicarage Row, Dimble Lane, Alton. Listed building consent for proposed single storey rear extension with associated alterations and new oak framed garage replacing an existing garage. **No objections.**
- vi. SMD/2022/0154. Mrs Sandra Satchell, Kenelm Youth Trust, Alton Castle, Castle Hill Road, Alton. Existing external oak entrance gates to be replaced with new metal gates with new ironmongery. Remedial isolated repairs to the oak posts following new gates installation. Isolated surface works to the existing tarmac finish surrounding the gates (to remedy water puddling issues). **No objections.**

62/22. Planning decisions.

- i. SMD/2022/0009. Kirk House, Malthouse Road, Alton. Proposed new one bedroom bungalow within the domestic curtilage of Kirk House. **Planning permission refused.**
- ii. SMD/2022/0022. Alton Castle, Castle Hill Road, Alton. Existing external oak entrance gates to be replaced with new metal gates (forged steel). **Listed Building Consent – Refused.**

63/22. Parish Council Updates.

- i. **Village Planters.** Cllr Shepherd stated that he has arranged for the planter by the war memorial to be completed.
- ii. The clerk state that Cllr Gwinnett had requested funding for some flowers for the planters. After a brief discussion the council decided that as Alton Towers provide flowers in May there is no need for further funding.
- iii. **Jubilee celebrations.** Councillor Shepherd informed the council that he has handed to the clerk a request for a grant of £425 from SMDC for the jubilee celebrations; he went on the outline the programme for the bank holiday weekend. He will be arranging a leaflet drop to households with full details and it will go onto the council website. All this was supported by the members present.

64/22. Correspondence requiring response.

- i. Alton Towers vendor request form and explanatory email..

65/22. Correspondence for Information.

- i. Email-NALC smaller councils committee details.



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- ii. Email-SMDC Developer Contributions Supplementary Planning Document.
- iii. Best Kept Village notification.
- iv. Email from Cllr Williams SCC re Quiet Lanes.
- v. Reply to Cllr Fowler re Churnet Way footpath.

The clerk read out the correspondence.

66/22. Finance.

- i. Annual Governance Statement for 2021/22 was presented and proposed by Cllr Brindley and seconded by Cllr Shepherd and carried. They were signed by Cllr Shepherd and the Clerk.
- ii. Annual accounting statements for 2021/22 were presented by the clerk and proposed to be accepted by Cllr Shepherd and seconded by Cllr Brindley and carried by the council. They were signed by Cllr Shepherd having been previously signed by the clerk.
- iii. Clerk salary £509.41. Expenses £29.00 printer ink. Total £538.41.
- iv. Buxus Green, ground maintenance and lengthsman March invoice £689.79 (Paid).
- v. Extra grass cut for £250.00 by Buxus Green to be approved (request circulated previously).
- vi. HMRC £404.54 to be paid.
- vii. Zurich Insurance (council insurance) £480.78 to be paid.
- viii. Income Keates Funeral Directors £330.00.
- ix. Income-Nettlebank £100.00 new headstone.
 - x. Authorised payments for March 2022 were agreed and signed off by the council.
 - xi. Current bank balances to be presented to the Council.

The finances were read out by the clerk to the meeting.

The finances were proposed by Cllr Shepherd and seconded by Cllr Wood and carried.

There being no other business the meeting was closed by Councillor Shepherd at 8.50pm.

Signed..... Chairman Wednesday 11th May 2022

Signed..... Clerk