



Alton Parish Council

Minutes of the Meeting held on Wednesday 11th June 2025 at 7pm

Present: Councillor J. Shepherd (Chair), Councillor P. Gwinnett (Vice Chair), Councillor R. Wood, Councillor A. Dronzek, Councillor P. Ballard, Councillor N. Moulton (SMDC), Cllr S. Beardmore (SCC).

Mr S.J. Burton (Clerk).

Three members of the public.

Apologies: Councillor E. Brindley, Councillor H. Kelsall.

Cllr J. Shepherd (Chair) declared the meeting open at 7pm.

84/25. Declarations of Interest.

- i. None.

85/25. Minutes of the meeting held on Wednesday 14th May 2025.

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

86/25. Matters arising.

- i. The clerk reported that the lengthsman had informed him he had been sick for a week, however all work from the last meeting had been tasked to him and had either been completed or would be before the end of the day (11.6.25). The benches would be repaired/maintained over the coming weekend. (Minutes 70/25 ii, 73/25 i, 75/25 i).
- ii. The clerk reported that he had reported the rotten stile on footpath 21 to SCC via the website. Cllr Wood stated he had also reported the same matter as when he checked the report by the clerk was not showing. Cllr Beardmore stated she would check why the original report was not showing and the clerk will forward to her his email acknowledgement from SCC. **Action: Cllr Beardmore.**
- iii. Cllr Shepherd reported he had spoken to the lady who arranged the village planters last year. She is reluctant to do them again this year as last year they were not watered properly. The lengthsman can water but that is only when he is in the village and not daily. It was decided that Cllr Kelsall be asked to put something onto Facebook asking for volunteers to assist with watering. **Action: Cllr Kelsall.**
- iv. Cllr Dronzek reported that he has a meeting with Mr Massey (SMDC) on 17th July regarding reducing the size of the large Yew tree in St. Peter's Church Yard. **Action: Cllr Dronzek.**
- v. Cllr Kelsall was not at the meeting but the clerk stated she had spoken to the farm regarding drivers using mobile phones whilst driving tractors. Comments were made at the meeting alleging some tractor drivers had been seen still driving and using mobile telephones. Full update from Cllr Kelsall at the next meeting. **Action: Carried forward for Cllr Kelsall.**
- vi. Cllr Dronzek reported he has arranged for the cemetery gates to be painted and cleaned up and that the work has commenced. **Action: Cllr Dronzek, update next meeting.**
- vii. Cllr Shepherd reported he had spoken to the ACE group about a cemetery clear up, but that nothing is arranged at present.



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- viii. Cllr Gwinnett reported that she has spoken to a householder regarding the hedge restricting drivers view on Saltersford Lane. The house holder has the hedge cut twice a year by a farmer; it is too dangerous to stand in the road to cut it himself.

87/25. Alton Towers.

- i. Cllr Kelsall was not present but had sent a message that she is in talks with Alton Towers to continue the playground project.

88/25. Footpaths.

- i. Cllr Wood stated that footpath 38 has crops growing on it, however he did not feel it was worth reporting.

89/25. Village Hall.

- i. Nothing for this item of business.

90/25. Lengthsman.

- i. Cllr Wood stated that the village water pump area needs clearing. **Action: The clerk to task the lengthsman.**
- ii. Cllr Wood mentioned that a car is still parking right next to the water pump. **Action: Cllr Shepherd will speak to the person who parks there.**
- iii. Cllr Wood stated that the handrail on the footpath at Soli has Ivy growing on it. **Action: The clerk to task the lengthsman.**

91/25. Highways and Road Safety.

- i. Cllr Wood reported that there is a pothole in the High Street which he will report. **Action: Cllr Wood.**

92/25. Parish Cemetery and St. Peter's Church Yard.

- i. Nothing for this item of business.

93/25. Councillor Shepherd declared an open forum to allow parishioners present to ask questions/raise issues. Nothing was raised.

94/25. Planning and Licensing Applications.

- i. SMD/2025/0230. Mrs Jeanette Cant, Local Authority Foster Carer, Red Lion Cottage Smithy Bank, Alton. Listed building consent to take down and rebuild the two chimneys to the same visual specification. **No Objections.**
- ii. DET/2025/0021. Mr And Mrs S And M Roberts, Bradley Hall Farm Bradley Lane Bradley In The Moors Alton. Application to determine if prior approval is required for the change of use of agricultural building to form 1 dwellinghouse and associated building operations (Class Q Permitted Development). Cllr Wood had a number of observations to make on this application which he explained to the council as follows:
1. The building at Bradley Hall Farm has only 2 infilled sides, not 3 as stated in the Planning Statement submitted – the Existing Plans and Elevations drawing clearly shows this; the SW elevation (incorrectly shown on the drawing as the NE elevation) is open sided and is only 'closed off' by the infill blockwork of the adjoining barn (which it is stated will be



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demolished).

2. The Hibbitt vs Secretary of State (2016) referred to in para 2.6 in the Planning Statement, states that the 'Hibbitt' barn was open on 4 sides, whereas when the Court Transcript of the case is referenced, it records that the 'Hibbitt' barn was open to 3 sides.

3. The Court Transcript states 'it is not the intention of the permitted development right to include the construction of new structural elements for the building'. There is a clear similarity between the agricultural building at Bradley Hall Farm and the 'Hibbitt' barn (ie steel framed, semi-open sided); a significant element of rebuilding (of exterior walls) rather than conversion would be required to the applicant's building, thus the applicant's claim to Class Q permitted development should be refused.

4. The proposals indicate that zinc cladding will replace the roof and wooden cladding, (para 3.10, 'timber cladding replaced with zinc cladding... the resultant building will retain it agrarian form...'). Zinc cladding fails to reflect the character of the area, ignoring the SMDC local plan guidelines, ie:

a. policy DC3 para 1: 'resisting development which would lead to prominent intrusion into the countryside, or have a significant adverse impact on the character or the setting of a settlement...', and

b. policy SS10 para 3: 'by giving priority to the need to protect the quality and character of the area and requiring all development proposals to respect and respond sensitively to the distinctive qualities of the surrounding landscape'.

The structural survey report under the section 'Discussion and Conclusions', para 6 refers to these guidelines, but there is no mention of this in para 2.7 of the Planning Statement. It is also to be noted that SMDC rejected application SMD/2021/0673, Jays Barn (located within 100m of the building under consideration) partially on the basis of it proposing to use metal cladding. **Action: These observations will be forwarded to the Planning Department by the clerk.**

95/25. Planning decisions.

- i. SMD/2024/0030. Primitive Methodist Church, New Road, Alton. Change of use of property to holiday let including refurbishment. Planning Permission – Approved.
- ii. SMD/2025/0085. 1 Old Vicarage Cottage, Dimble Lane, Alton. Single storey extension replacing an existing conservatory Planning Permission – Approved.
- iii. SMD/2025/0067. The Withering Farm, Cheadle Road, Alton. Agricultural building to cover a manure storage area. Planning Permission – Approved.
- iv. SMD/2025/0124. The Old Vicarage, Dimble Lane, Alton. Proposed garage. Planning Permission – Refused.
- v. SMD/2025/0142. Shaw House Farm, Cheadle Road, Alton. Application for the variation of a condition following granted planning permission for 5 No. Dwellings created from converting 4 No. of existing Barn Buildings - variation of approved plans. Planning Permission – Approved.

The planning decisions were read out by Cllr Shepherd.

96/25. Section 106 funds for playing field and play area update.

- i. Cllr Shepherd gave an update on the progress of the project, following a meeting held on Tuesday 10th June 2025, stating that the play area was going well and plans will shortly be going out for public consultation. The playing field is more complicated and enquiries are in hand to determine



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whether a facility for changing rooms would be classed as something beneficial to the whole parish.

97/25. Parish Council Updates.

- i. Round House maintenance: Cllr Shepherd reported that he has spoken to a stonemason regarding repair and maintenance of the stonework at the Round House. He will report back when he has a quote. **Action: Cllr Shepherd.**

98/25. Correspondence requiring response.

- i. Email from Cotton PC re Grass cutting (circulated). Following a discussion the clerk will write back to Cotton PC explaining how APC have checked that grass cutting has been completed in this parish. **Action: The clerk.**

99/25. Correspondence for Information.

- i. Request to help install a Charity Clothing Banks at the village hall and Support Blood Cancer Research (circulated). Following a discussion Cllr Shepherd proposed and Cllr Gwinnett seconded that the council approve the siting of this charity clothes bank, the proposition was carried. **Action: The clerk to inform the charity.**
- ii. Email update re tractor drivers using mobiles whilst driving- Cllr Kelsall.

The clerk read out the correspondence.

100/25. Finance.

- i. Declaration of exemption from external audit has been accepted from Mazars (external auditors).
- ii. Clerk salary £452.95
- iii. Buxus Green invoice May £724.27 (paid).
- iv. Zurich council insurance invoice reduced for 3 year agreement £748.21 (paid).
- v. Ford Partnership (account) invoice Net £345.00 VAT £69.00. Gross £414.00. (Paid).
- vi. Keates Funeral Services income £182.00.
- vii. Nettlebank (headstone) income £110.00 (April 2025).
- viii. Interest income £29.55p
- ix. Authorised payments were signed off by the Council.
- x. Current bank balances were signed off by the Council.

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

There being no other business the meeting was closed by Councillor Shepherd at 7.40pm.

Signed..... Chairman Wednesday 9th July 2025

Signed..... Clerk