



## Alton Parish Council

### Minutes of the Meeting held on Wednesday 13<sup>th</sup> November 2024 at 7pm

Present: Councillor J. Shepherd (Chair), Councillor P. Gwinnett (Vice Chair), Councillor E. Brindley, Councillor A. Dronzek, Councillor P. Ballard, Councillor R. Wood, Councillor H. Kelsall,

Mr S.J. Burton (Clerk).

One member of the public.

Apologies: Councillor N. Conway, Councillor N. Moulton (SMDC), Cllr Worthington (SCC).

Cllr Shepherd declared the meeting open at 7pm.

#### 162/24. Declarations of Interest.

- i. Cllr Gwinnett declared an interest in planning application SMD/2024/0478 on the agenda and will not take part or vote on the application.

#### 163/24. Minutes of the meeting held on Wednesday 9<sup>th</sup> October 2024.

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

#### 164/24. Matters arising.

- i. Cllr Dronzek reported the cemetery planters are now fully planted up (minute 148/24 ii).
- ii. The clerk stated he has reported that Post Office Alley needs clearing of leaves to the lengthsman (minute 152/24 i).
- iii. The cemetery footpaths requiring tarmac repair by Cllr Shepherd has not yet been completed (minute 154/24 ii). **Action carried forward for Cllr Shepherd.**
- iv. St Peters Church footpaths overgrown, has not yet been completed (minute 154/24 iv). **Action carried forward for Cllr Dronzek.**
- v. The clerk reported he has spoken to Rev Brian Leathers regarding sucken graves in the parish cemetery and advised that they can be repaired by the council. The clerk suggested that where possible owners of graves should be advised before repair (minute 154/24 iii).
- vi. Cllr Wood stated there had still been no reply from either Cllr Deavilla or Flunder regarding a visit to the council. This was an action originally for Cllr Worthington and taken up by Cllr Moulton at the last meeting, (minute 148/24 i), but as neither were present the clerk will follow this up. **Action: The clerk.**

#### 165/24. Alton Towers.

- i. Cllr Kelsall gave an overview of the progress she is making with Alton Towers in a number of areas including traffic management of coaches in the village, work to be carried out at St Peters school playground and a free pantomime at the school.



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### 166/24. Footpaths.

- i. Cllr Wood reported that the footpath at Wheel Farm is overgrown and has obstructions. **Action: Cllr Shepherd to report.**

### 167/24. Village Hall.

- i. Cllr Ballard reported that further fund raising is being arranged to complete the improvements already underway at the village hall, e.g. lighting.

### 168/24. Lengthsman.

- i. The clerk reported that the lengthsman had been in touch to offer a service to maintain any public benches in the village for a cost of £75 each. The work to include painting and wood preservation. After a discussion this was deferred to allow Cllr Wood to inspect the benches. **Action: Cllr Wood.**

### 169/24. Highways and Road Safety.

- i. Cllr Wood reported that the pothole in Horse Lane will be treated as an urgent repair and he went on to outline a list of potholes requiring repair.
- ii. Cllr Wood commented that following the letter drop to residents whose gardens back onto Dimble Lane, there had been a general improvement, and no further work was presently required.
- iii. Cllr Wood reported that work on the road at Battlesteads should commence on 20<sup>th</sup> January 2025 and that 'highways' is an agenda item at the parish assembly.
- iv. The clerk reported that Croxden PC had requested support for them as they endeavour to have a 'No Sat Nav' sign placed at the Alton end of Nabb Lane. This support was proposed by Cllr Shepherd and seconded by Cllr Gwinnett and carried. **Action: The clerk to inform Croxden PC of the councils support.**

### 170/24. Parish Cemetery and St. Peter's Church Yard.

- i. Cllr Wood had previously circulated suggested cemetery charges following inquiries by him as to the charges in other local parishes and considering inflation. Some of these increases were felt to be too high at 20% by Cllr Brindley. A discussion followed when Cllr Brindley proposed and Cllr Shepherd seconded that all increases at the cemetery should be 10% rounded to the nearest pound and apply from January 2025, this was carried. **Action: The clerk to arrange.**

### 171/24. Councillor Shepherd declared an open forum to allow parishioners present to ask question/raise issues.

- i. No questions were asked.

### 172/24. Planning and Licensing Applications.

- i. SMD/2024/0478. Mr A Startin, AJS Rees Developments, Woodbine Cottage, Saltersford Lane Alton. Change of use of annexe to separate dwelling. Following a discussion Cllr Wood proposed and Cllr Kelsall seconded the council object on the following grounds which were included in the decision notice for granted planning permission for application SMD/2022/0290.

'The development hereby permitted and described above shall only be occupied and used by members of the household or family that occupy the existing dwelling at Woodbine Cottage; or, a



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guest of that household or family, during a temporary period where the occupant has their main residence elsewhere. The dwellinghouse described above shall not be used or occupied by persons who do not have that specified connection to the existing dwellinghouse, or in any other way that is outside of those restrictions, and it shall not be let, sold or otherwise separately disposed of as a property independent of the existing dwelling at Woodbine Cottage.

Reason:- It has not been demonstrated that the dwellinghouse is able to provide an appropriate standard of living condition for persons that do not have a pre-existing connection or association with the occupation and use of other adjacent land and buildings.’

This was carried on a vote.

### 173/24. Planning decisions.

- i. SMD/2023/0370. Town Head Farm , Castle Hill Road , Alton. Listed building consent for repair and restoration of external envelope of the building. **Listed Building Consent – Approved.**

The planning decision was read out by Cllr Shepherd.

### 174/24. Section 106 funds for playing field and play area update.

- i. The clerk had prepared a Project Initiation document with the terms of reference for the improvements to the playing field and play area. These had been previously circulated. Cllr Shepherd proposed and Cllr Wood seconded that they be approved and adopted, this was carried. **Action: The clerk to circulate to members of the playing field and play area sub-committee.**
- ii. **Confirmation of the playing field and play area sub-committee.** Cllr Dronzek had decided to step down from this committee due to other commitments. Cllr Ballard proposed and Cllr Kelsall seconded that Linda Goodwin a retired headteacher and chair of the village hall committee should be elected to the sub-committee. This was carried. **Action: The clerk to inform Linda Goodwin.**
- iii. **To decide whether to include the playing field opposite the village hall owned by SCC in the project.** Following a discussion when it was pointed out amongst other reasons, by Cllr Brindley, that to include the fields belonging to the County Council meant that they would have full control of that part of the project and there would be no guarantee about the future use of the land which could for example be used for development. Cllr Shepherd proposed and Cllr Ballard seconded that this land should not be included and that the money should be spent as originally set out by SMDC, this was carried.
- iv. Cllr Wood asked if any extra salary for the clerk on this project could be paid out of the 106 funds. **Action: The clerk to investigate.**

### 175/24. Parish Council Updates.

- i. **Round House-update.** Cllr Shepherd reported that he and the clerk had met with an architect from BHB Architects and that a condition report had now been received (circulated to the council), the maintenance report should follow shortly, then the clerk can check on insurance costs.



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- ii. Cllr Shepherd proposed that new Christmas lights be purchased for use at the Round House. The total cost would not exceed £200 and Cllr Dronzek a qualified electrician volunteered to install them for no charge. This was seconded by Cllr Ballard and carried. **Action: Cllrs Shepherd and Dronzek.**

### 176/24. Correspondence requiring response.

- i. Email from SMDC re Request for copy of Revised Register of Electors. Request made on behalf of APC by the clerk.
- ii. Emails re 106 funds between the council and SMDC Angela Dale.

### 177/24. Correspondence for Information.

- i. Road closure notice-Bradley Lane, Threapwood (circulated).
- ii. In Touch newsletter (circulated).
- iii. Emails regarding a cemetery enquiry regarding a burial from the 1950's.
- iv. Email from Chair of the Village Hall committee re membership of the Section 106 sub-committee.

The clerk read out the correspondence.

### 178/24. Finance.

- i. Clerk-National pay award applied (circulated) with back pay to April £540.78 net.
- ii. Buxus Green invoice October £689.79 (paid).
- iii. Invoice BHB Architects (Round House Inspection). Gross £594. Net £495. VAT £99 (Paid-minute 141/24 i).
- iv. Interest income £41.91
- v. Authorised payments were signed off by the Council.
- vi. Current bank balances were presented to 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 7.55pm.

Signed..... Chairman Wednesday 11<sup>th</sup> December 2024

Signed..... Clerk