

Planning, Infrastructure and Highways

Kidsgrove Town Council
Victoria Hall
Liverpool Road
Kidsgrove
Staffordshire
ST7 4EL



Tel: 01782 782254

www.kidsgrovetowncouncil.gov.uk

29 August 2019

To: **Members of the Planning, Infrastructure and Highways Committee**

Dear Councillor,

You are summoned to attend a meeting of Kidsgrove Town Council Planning, Infrastructure and Highways Committee to be held at 7.30pm on Monday 3rd September 2019 (Chairman's Room).

Please note that there is a prior meeting at 6:30 to accommodate a visit by Annabel Chell, Senior Strategy Office (Transport) to which all committee members are invited.

Yours sincerely,

A handwritten signature in black ink that reads 'Sue Davies'.

Sue Davies
Town Clerk

Business to be transacted

1. To receive apologies for absence
2. To note declarations of Members' Interests
3. To receive, confirm and resolve to agree the minutes the meeting held on the 15th July 2019. (See appendix 1)
4. Public Participation

A period not exceeding 15 minutes for members of the public to ask questions or submit comments. (No individual to speak for more than 2 minutes without the permission of the chairman).

5. To consider any matters arising from the meeting of the 3rd September not considered elsewhere on the agenda.
 - a. Request for visits to speak to the Council by:
 - i. Highways England
 - ii. Staffordshire County Council Highways
 - iii. Environmental officer regarding air quality.
 - b. Update on Woodside Close – poor state of road/footpath 114
 - c. Road adjacent to the Town Hall - potholes
 - d. School Crossing Patrols
 - e. Speed watch – general update and border signs and report.
 - f. SIDS – to receive a verbal update.
6. Noticeboards: To receive a draft report compiled from councillor contributions and to agree any actions.
7. To receive an updated copy of the 5-year plan and to make any further observations prior to its progression to F and GP. (Circulated.)
8. To receive a budget update from the Clerk/RFO in relation to the Committee's projects and begin discussion on the committee's budgetary requirements for 2010/21.
9. Neighbourhood Plan
 - a. To note the meeting held with NULBC Planning Officers on the 1st October and to approve any actions arising including a follow-up meeting with NULBC arranged via Mr Thomson on the 16th December.
 - b. To note the area designation notice (see Appendix 2).
 - c. To receive a first draft of the Terms of Reference for discussion.
 - d. To consider and agree any further actions required.
10. To consider any planning applications: To be circulated
11. To note and receive updates on any other highways matters arising to be considered by the Committee.
 - a. Gully problems behind the Victoria Hall– to receive an update
 - b. Any others raised.
12. Chair's or Clerk's Items to raise to the Committee.
13. Future Key Agenda Items:
 - Map of Town
 - Welcome blocks to the town – maintenance
 - Parking outside of schools
14. To agree the date and time of the next meeting.

Planning, Infrastructure and Highways Committee

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Minutes of the Planning, Infrastructure and Highways Committee Meeting held on the 3rd September 2019, 7:30pm, Chairman's Room, Victoria Hall

Prior to the meeting, at 6:30pm, the Committee had a meeting with officers from Staffordshire County Council Highways to hear views on highways issues in Kidsgrove.

FPG/18-19/3/1

Present

Cllr M Stubbs (chair), Cllr Cartwright, Cllr J Dodgson, Cllr S Dymond, Cllr P Waring, Cllr A Cooper, Cllr K Robinson, Cllr J Burnett
In attendance: Sue Davies, Town Clerk

FPG/18-19/3/2

To receive and consider apologies for absence

None.

FPG/18-19/3/3

To note declarations of Member's Interests

None declared.

FPG/18-19/3/4

To receive and agree the minutes of the meeting held on the 15th July 2019

The Minutes of the meeting held on the 15th July were agreed by all present to be an accurate record of the meeting.

FPG/18-19/3/5

Public Participation – A period not exceeding 15 minutes for members of the public to ask questions or submit comments.

Appendix 1

No comments made.

FPG/18-19/3/6

To consider any matters arising from the minutes of the meeting of the 15th July not considered elsewhere on the agenda.

- a) Gully Problems behind the Victoria Hall - an update.

No update at present.

- b) Request for visits to speak to the Committee:

- i) Highways England
- ii) Staffordshire County Council -
- iii) Air Quality – environmental officer
- iv) Guy Benson – Newcastle under Lyme Planning

The Clerk is arranging visits from the relevant parties at future meetings. Priority should be given to Highways England.

Action: The Clerk to progress.

- c) Update on Woodside Close

The Clerk reported that costs are still being investigating.

- d) School Crossing Patrols

The Clerk reported that a letter has been drafted.

- e) Speedwatch – an update

Cllr Robinson reported that the newly formed butt Lane Speedwatch group is applying for a gun.

- f) SIDS – to receive a verbal update

Cllr Dodgson informed that a plan of proposed locations has been passed to Rob Steele and his response is awaited.

- g) Road adjacent to the Town Hall – potholes

Cllr Cooper and the Clerk updated that NULBC have informed that they are looking if anything could be done. The situation will be updated at the next committee meeting.

FPG/18-19/3/7

To receive a budget update from the Clerk/RFO in relation to the Committee's projects.

The budget update is deferred until the following meeting.

FPG/18-19/3/8

To receive an updated copy of the 5-year plan and to make any further observations prior to its progression to F & GP.

The Clerk highlighted the importance of the Committee assessing the 5-year plan to aid budget projections. Members were asked to consider the plan and

Appendix 1

make their suggestions so that a revised and more detailed plan can be progressed.

Action: All councillors to consider the plan prior to the next meeting.

FPG/18-19/3/9

Neighbourhood Plan.

- a) To receive a progress update

The Committee noted that the area designation has now been applied for.

- b) To consider and agree a Neighbourhood Plan Consultant following on from meetings held with two candidates and also from quotes received.

The Committee received a report from the Clerk. Following on from the talks received from two consultant and looking at costs charged, the Committee unanimously chose to appoint Mr Andrew Thomason to be the Neighbourhood Planning Consultant.

- c) To consider and agree actions required.

The steering group must be community led and a method of identify interested people, with a variety of skills, from the community was required. The following suggestion were made:

- Posters
- Article in Good News
- Press release

It was further agreed that Terms of Reference are required.

Resolved: All the agreed actions were unanimously approved.

Action: The Clerk to progress the actions.

FPG/18-19/3/10

To note planning applications received and to agree responses.

Planning applications received were circulated. (Appendix 2)

Resolved: The Committee resolved to make the comments shown in Appendix 2.

Action: The Clerk to submit responses.

FPG/18-19/3/11

To consider any proposals from the meeting with Staffordshire County Council (Highways) and to recommend a response to Full Council.

The meeting has been informative but there were no actions arising.

FPG/18-19/3/12

To note any other highways matters arising to be considered by the Committee at future meetings.

None

Appendix 1

FPG/18-19/3/13 Noticeboards – To receive a draft report compiled from councillor contributions and to agree any actions.

The item was deferred in order the councillors to progress the required information.

FPG/18-19/3/14 Chair and Clerk’s Items to raise to the Committee

FPG/18-19/3/15 Future Key Agenda Items.

Map of the Town
Welcome blocks to the town – maintenance
HGV reversing problem by school
Parking outside schools

FPG/18-19/3/16 To agree the date and time of the next meeting: 19:30, Thursday, 10th October.

The meeting concluded at 21:05

Our ref:
Your ref: KTC/NAD/PH
Date: 30 September 2019



Castle House
Barracks Road
Newcastle-under-Lyme
Staffordshire
ST5 1BL

Mrs Sue Davies
Town Clerk
Kidsgrove Town Council
Town Hall
Liverpool Road
Kidsgrove
Staffordshire
ST7 4EL

Dear Mrs Davies

APPLICATION FOR THE DESIGNATION OF THE CIVIL PARISH OF KIDSGROVE AS A NEIGHBOURHOOD AREA

Kidsgrove Town Council submitted an application to Newcastle-under-Lyme Borough Council on the 2 September 2019 to designate the whole of the Civil Parish of Kidsgrove as a Neighbourhood Area. In accordance with Regulation 5A of The Neighbourhood Planning (General) and Development Management Procedure (Amendment) Regulations 2016, the Civil Parish of Kidsgrove is hereby designated as a Neighbourhood Area.

The Borough Council will now proceed to publicise the designation in accordance with Regulation 5 of The Neighbourhood Planning (General) Regulations 2012 and a copy of the designation application and details of the decision will be placed on the Council's website.

Yours sincerely

Peter Hamilton
Neighbourhood Planning Officer
Planning and Development Service
Directorate of Regeneration and Development
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