

# Planning, Infrastructure and Highways

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



Tel: 01782 782254

[www.kidsgrovetowncouncil.gov.uk](http://www.kidsgrovetowncouncil.gov.uk)

16<sup>th</sup> September 2021

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 7:00pm on **Tuesday, 21st September 2021** at the Victoria Hall, Kidsgrove.

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 of the Planning, Infrastructure and Highways Committee meetings held on the 12<sup>th</sup> July 2021. (Circulated and available on the website.)

#### 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. Matters Arising: (Updates only)

6. CCTV provision: To receive an update report from the Clerk and to resolve to agree any recommendations or otherwise including:

- a. To receive an update on the Clough Hall coverage including receiving a request from NULBC

and to consider the request and any actions required.

- b. Approval of quotes associated with structural survey testing of some lampposts.
- c. To receive a draft Privacy Policy and agree to approve or otherwise subject to agreed changes. (Note – the policy will be reviewed by the council Data Protection Officer and may be subject to change.)

*Note – SLA and Wayleave agreement draft in Part 2*

7. Community Speed watch – Signage: To receive an update from the Clerk on the Community Speed Watch signage.
8. SIDS: To receive a report from the Clerk and to consider potential locations for SID provision. To resolve to agree any recommendations.
9. Neighbourhood Plan: To receive an update and to:
  - a. review the final draft questionnaire progress as recommended by the Neighbourhood Plan Group and to agree the date of the next meeting.
  - b. To review and agree publishing costs. (To be circulated)
  - c. To agree the date of the next meeting so that the process of consultation can be agreed by the Neighbourhood Plan Group.
10. To receive an update on the NULBC Local Plan (Appendix 2)
11. Planning Matters
  - a. To consider any planning applications: (Circulated as received but a summary list will be provided prior to the meeting.)
  - b. To receive updates on existing applications.
12. To review the committee's current year budget. (Appendix 3)
13. Five-year plan and three-year budget – To note and agree the updated plan in relation to the committee's projects. (Circulated separately)
14. To receive any highways items or reports from members.
15. To agree a revised date for the November meeting.
16. Chair's or Clerk's Items to raise to the Committee.
17. Future Key Agenda Items to be raised.
18. To agree the date and time of the next meeting: Tuesday, 14<sup>th</sup> October 2021.

**Matters to be considered with the Press and Public Excluded:**

19. Exclusion of press and public: To resolve under 1960 (Admission to meetings) Act to exclude the press and public due to the confidential nature of the business to be discussed.
20. To consider the draft SLA related to CCTV after feedback from the legal department at Staffordshire County Council.
21. To consider and agree a draft Wayleave agreement relating to a receiver in Kidsgrove Centre.

## Appendix 1 – Letter from NULBC

Hi Sue and all at Kidsgrove Town Council,

Thank you for your time today to discuss the CCTV initiatives within Kidsgrove and for considering a request from us here at Newcastle Borough Council to enable the facilitation of the cctv in Clough Hall to be progressed.

As you are aware we are looking to put cctv into Clough Hall park to cover the pavilion which is one of the borough councils assets. To allow for this to go ahead it has meant that numerous technicalities and implementations have needed to be progressed to enable the cctv and monitoring to be fully functional, this is mainly down to signalling and location difficulties. I am currently coordinating the implementation of the cctv at Clough Hall which is falling within a capital budget of just under 12k which includes:-

- Numerous interior and exterior cameras, installation and connection – costs with Stoke City Council agreed.
- Costs of the installation of the connection line from Open Reach
- Openreach Survey
- Allocated digging costs for Derek Mawby
- Reactive monitoring costs from Stoke City Council Operatives

Adept have now transferred the data line over to Newcastle Borough Council to allow for the data transfer of the cctv imaging to be effectively transported to Stoke City Councils monitoring station where it will be monitored by operatives on an agreed cost between Newcastle Borough Council and Stoke City Council. The Adept data circuit was an absolute essential data cable that has had to be integrated at the location to allow for the cctv to be possible for both the cctv coverage at the pavilion but also for cctv at the wider location at the park. All capital costings have been accounted for, we are however in a position where the revenue costs over a 60 month period are going to equate to £185 per month and we need to ascertain how these monthly revenue costs are going to be accounted for.

I would like to formally request some partnership support from Kidsgrove Town Council in way of contribution towards this £185 per month over a 60 month period. These revenue costs would be necessary to enable some of the cctv that Kidsgrove Town Council wish to implement to be possible. We would also should you wish to allow for any cameras to be implemented onto our building via a wayleave agreement in respect of damages and power supply costs.

Any help and assistance you can provide us with would be greatly appreciated.

Many Thanks,

**Natalie Noone**  
Senior Partnership Officer,  
Newcastle-under-Lyme Borough Council

## Appendix 2 – Local Plan Update

Dear Sir or Madam,

### **Local and Neighbourhood Plan Newsletter including notifications about statutory consultations**

Progress has been made on the new Local Plan with the new Issues and Strategic Options document and accompanying Sustainability Appraisal Scoping Report due to have been considered by both Planning Committee and Cabinet by the end of next week. This first stage is on track with the timetable set out in the Local Development Scheme which is good news, and edges us closer to having an up to date Local Plan in place by 2024. The document is likely to be subject to a 6 week public consultation in October/November and we are currently planning a mix of events which will be advertised widely once the precise dates of the consultation are agreed.

A separate notification about the Local Plan consultation, the events and how to comment will be sent out to you before the consultation starts. Your views are important and we encourage everyone to have their say on how the Borough will grow over the next 20 years.

### **Statement of Community Involvement consultation 19<sup>th</sup> April 2021 – 5pm 31<sup>st</sup> May 2021**

In March 2021 Newcastle-under-Lyme Borough Council published the draft of the revised Statement of Community Involvement (SCI). This document sets out how we intend to consult with the community on the development of the Local Plan and the determination of planning applications.

Thank you to all who made comments on the document. The final version of the SCI is due to be considered by Cabinet on 8<sup>th</sup> September.

### **Madeley Neighbourhood Plan**

The Council have received their second submission from a Parish Council this year and are pleased to present the Madeley Neighbourhood Development Plan for its Regulation 16 consultation. A six week public consultation on the plan will now be held from 6<sup>th</sup> September – 18<sup>th</sup> October 2021. Please see the notification at the end of this letter for details about how to comment on the Draft Neighbourhood Plan.

### **Betley, Balterley and Wrinehill Neighbourhood Plan Examination**

Following the Reg 16 consultation on Betley, Balterley and Wrinehill Neighbourhood Plan, Mr John Slater BA(Hons) DMS MRTPI was appointed to undertake the Examination of the Neighbourhood Development Plan. John is an experienced town planner having conducted almost 100 Neighbourhood Plan Examinations. His final report is expected this month and will be published on the Councils website. Subject to the conclusions of the report the Neighbourhood Development Plan could proceed to a public referendum.

### **Call for sites**

The Council is open to new submissions for sites in the Borough which could be considered for a number of uses such as residential, employment, public open space or specialist uses such as transit and permanent sites for Gypsy and Travellers. We are particularly keen to hear about any brownfield, underused, derelict sites or any other land where the owner would be keen to develop or redevelop

## Appendix 2 – Local Plan Update

within areas which are not designated Green Belt in order to ensure we have explored all options for development through the Local Plan process.

We wrote to landowners and representatives of sites that have previously been submitted to the Council last month and are currently processing the information received. Thanks to all who have replied so far.

### **And finally...**

We hope that you found this Newsletter a useful update to Local and Neighbourhood Plan developments. If you have any queries or suggestions for the Planning Policy team please let us know at [planningpolicy@newcastle-staffs.gov.uk](mailto:planningpolicy@newcastle-staffs.gov.uk).

Yours sincerely,

A handwritten signature in black ink, appearing to read 'Jemma March', written in a cursive style.

Jemma March  
Planning Policy Manager  
Planning and Development

Appendix 2 – Committee’s current budget situation.

10/09/2021

Kidsgrove Town Council 2021/22

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Annual Budget - By Centre (Actual YTD Month 5)

Note: Kidsgrove Town Council - Budget 2020/21

	<u>Last Year</u>		<u>Current Year</u>						<u>Next Year</u>		
	Budget	Actual	Brought Forward	Net Virement	Agreed	EMR	Total	Actual YTD	Agreed	EMR	Carried Forward
<b>116 Highways and Highways Safety</b>											
4500 Other Highways and highways Sa	4,000	600	0	0	0	1,000	1,000	0	0	0	0
4501 Community Speed Watch Report	5,500	0	0	0	500	4,500	5,000	0	0	0	0
4502 SID provision	10,250	0	0	0	2,000	8,000	10,000	0	0	0	0
4503 Noticeboard Improvements	5,000	0	0	0	2,000	4,000	6,000	0	0	0	0
4504 CCTV provision	15,000	0	0	0	10,000	15,000	25,000	0	0	0	0
4505 Planning and mapping software	1,000	720	0	0	750	0	750	0	0	0	0
4506 Town mapping and signage	0	0	0	0	1,000	0	1,000	0	0	0	0
4507 Grit Bin Provision	0	0	0	0	2,000	0	2,000	0	0	0	0
4508 Bus shelter provision	0	0	0	0	5,000	0	5,000	0	0	0	0
<b>Overhead Expenditure</b>	<b>40,750</b>	<b>1,320</b>	<b>0</b>	<b>0</b>	<b>23,250</b>	<b>32,500</b>	<b>55,750</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
6000 less Transfer to EMR	0	32,500	0	0	0	0	0	0	0	0	0
<b>Movement to/(from) Gen Reserve</b>	<b>(40,750)</b>	<b>(33,820)</b>			<b>(23,250)</b>		<b>(55,750)</b>	<b>0</b>	<b>0</b>		

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	Budget	Actual	Brought Forward	Net Virement	Agreed	EMR	Total	Actual YTD	Agreed	EMR	Carried Forward
<b>117 Neighbourhood Plan</b>											
4550 Neighbourhood Plan General Cos	3,000	868	0	0	2,000	0	2,000	300	0	0	0
<b>Overhead Expenditure</b>	3,000	868	0	0	2,000	0	2,000	300	0	0	0
<b>Movement to/(from) Gen Reserve</b>	<u>(3,000)</u>	<u>(868)</u>			<u>(2,000)</u>		<u>(2,000)</u>	<u>(300)</u>	<u>0</u>		