

Planning, Infrastructure and Highways Committee

Kidsgrove Town Council
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Minutes of the Planning, Infrastructure and Highways Committee Meeting held on Tuesday, 21st September 2021, 7:00pm, Victoria Hall, Kidsgrove

The meeting started at 7:00pm.

PIH/21-22/2/1

Present

Cllr M Stubbs, Cllr Dickens, Cllr S Dymond, Cllr A Cooper, Cllr V Jukes
In attendance: Sue Davies, Town Clerk

PIH/21-22/2/2

To receive and consider apologies for absence.

Apologies were received from Cllr G Burnett and Cllr P Waring.

PIH/21-22/2/3

To note declarations of Member's Interests

None

PIH/21-22/2/4

To receive and agree the minutes of the meetings held on the 12th July, 2021

The Committee resolved to approve the minutes of the meeting held on the 12th July, 2021.

PIH/21-22/2/5

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

None

Chair

PIH/21-22/2/6

Matters Arising (updates only)

The Clerk reported that the repair of the noticeboard outside the Town Hall is progressing, and some quotes have been received. A report and recommendation will be ready for the next meeting.

PIH/21-22/2/7

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.

The Clerk reported that there is still uncertainty about the protection that will be afforded to a camera on the roof of the pavilion as the security fence isn't to be moved.

Town Deal money has funded CCTV inside the pavilion in Clough Hall Park and also the installation of a line to pass data to the Stoke-on-Trent monitoring centre. A letter from NULBC to the Town Council to help with the costs of this was circulated with the agenda. The Clerk reminded that to have a fixed camera, use of the line is required and a Way leave agreement would be needed with NULBC. An alternative option of a remote camera would carry a higher capital and revenue cost.

The committee felt that, although the Town Council is providing the camera in Clough Hall Park, CCTV should be NULBC responsibility and also that Clough Hall Park belongs to NULBC.

A motion to provide £500 per annum with conditions was put forward and seconded.

Resolved:

- To offer £500 per annum towards the cost of the Clough Hall line on the condition that no further requests for revenue contributions or charges are made including for any Way Leave agreement required, the power for the camera in Clough Hall or the use of the line in the Town Hall.
- To request a quote for a dedicated pole to hold the CCTV and establish other permissions that may be required to be brought back to the next committee meeting. It was recognised that this introduces a delay into the programme.

Action: The Clerk to write a letter to respond to NULBC putting forward the offer.

b) Approval of quotes associated with structural survey testing of some lampposts.

The Clerk reported that she had been unable to complete the permission process with EON for cameras on lamp posts because some of the older posts require a structural survey. EON has informed that this survey may be required every two years. The Clerk has currently sought two quotes to date: one for £2000 for five columns and one for £990 for up to five posts with a possible further £100 if there is variability in the columns. The clerk reported she is attempting to obtain a third quote. The longevity of the survey was raised and needs verification.

Resolved: To delegate the procurement and authorisation of expenditure of structural testing to the Clerk, using the cheaper of the two quotes unless a third quote can be received that is cheaper.

Action: The Clerk to progress the procurement of structural testing.

The Clerk informed the committee that the work on this project is substantial

- 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.)**

The draft Privacy Policy will be brought to the next meeting.

- d) **Any updates not already covered**

None

PIH/21-22/2/8

Community Speed Watch - Signage: To receive an update from the Clerk on the Community Speed Watch signage.

The Clerk reminded that there are two groups to be operating:

- The Newchapel Group for which the Town Council has a commitment to purchase signage to assist this group once locations have been agreed by Michelle Shaker.
- The Talke and Butt Lane Group was forming prior to covid-19, led by Cllr K Robinson, and then got put on hold. Cllr D Allport has agreed to take over the lead of this group and will be assisted by Cllr K Waring. The Clerk reminded that there is already a resolution in place to allow purchase of equipment for this group.

The proposed dividing line between the two groups is suggested as the A50.

The Clerk reported on two meetings held on the 23rd August:

- A meeting with Cllr V Jukes, M Shaker, R Steele, Cllr J Waring and herself was held to discuss signage in the area covered by the Newchapel group. The costs are not as high as originally envisaged because rather than putting new street furniture in, existing poles will need using for the signs. M Shaker and R Steele had raised a preference for existing signage to be donated to the Town Council for maintenance reasons. M Shaker and the clerk agreed to map existing signage.
- A second meeting was held between M Shaker, Cllr D Allport, Cllr J Waring. The new group for Talke and Butt Lane was discussed. Cllr D Allport will lead this group with Cllr J Waring as the vice. The purchase of necessary equipment was discussed.

It was noted that an information session for the whole parish is being organised in the Town Hall. The session will be led by Michelle Shaker.

PIH/21-22/2/9

SIDS: To receive a report from the Clerk and to consider potential locations for SID provision. To resolve to agree any recommendations.

The SID provision is awaiting a reply from Sgt Kramer of Staffordshire Police.

PIH/21-22/2/10

Neighbourhood Plan: To receive and 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.**

The Clerk reported that the final version of the questionnaire is currently being put into a format that can be published. Printing costs need establishing and consultation sessions arranged.

- b) **To review and agree publishing costs. (To be circulated)**

Deferred.

- c) **To agree the date of the next meeting so that the process of consultation can be agreed by the Neighbourhood Plan Group.**

Some dates were put forward for review. The Clerk agreed to establish a date.

- d) **Other updates on the Neighbourhood Plan**

The Clerk informed that she cannot apply for the grant without knowing whether the population is below or above 25,000. Cllr Stubbs agreed to establish the population number.

PIH/21-22/2/11

To receive an update on the NULBC Local Plan.

The correspondence was received.

PIH/21-22/2/12

Planning Matters

- a) **To consider any planning applications:**

The committee considered the applications and resolved as shown in appendix 1.

- b) **To receive updates on existing applications**

None given.

PIH/21-22/2/13

To receive correspondence regarding '20 is plenty' for Staffordshire and to agree any actions.

The committee discussed the initiative. It was agreed that the matter should be taken to Full Council for further consideration.

PIH/21-22/2/14

To receive any highways items or reports from members.

The following issues were raised:

- Cllr Cooper: The issue of parking at Birchenwood was raised. It has been brought to the attention of some councillors that there are complaints of parking on the grass verges creating a danger.
- Cllr Cooper: The speeding of cars on Mow Lane which is causing damage to parked cars was raised. The stretch has been assessed as a candidate for a SID but would appear unsuitable.

- Cllr Dymond: The A34 from Talke Lights heading towards the A500 has overgrown hedges and grass verges leading to difficulty walking along the pavement. Cllr Dymond has reported the problem.

PIH/21-22/2/15 To review the committee’s current year budget.

The Committee received the budget and expenditure to date.

PIH/21-22/2/16 Five-year plan and three-year budget – To review the committee’s plans.

Deferred.

PIH/21-22/2/17 To agree a revised date for the November meeting

The clerk reported that it is proving difficult to rearrange the committee meeting which is to be moved to allow a hirer a three-day event. It was agreed to defer this until more committee members can be consulted.

PIH/21-22/2/18 Chair and Clerk’s Items to raise to the Committee.

The clerk raised some correspondence about work on the A500 which will result in closures during some spells. The information has been circulated on the website and on Facebook.

The chair raised that the councils two biggest projects are under the PIH committee which is creating a ‘bulge’ in work for the office. The clerk stated that the CCTV work could take all her hours. The chair felt that councillors on other committees needed to understand this but also appreciated that there is other key work at present such as the bar tender which is currently out. Cllr Stubbs agreed that he would discuss the workload with the Clerk.

PIH/21-22/2/19 Future Key Agenda Items.

No new items raised.

PIH/21-22/2/20 To agree the date and time of the next meeting: To be agreed (see PIH/21-22/2/17)

The meeting concluded at: 20:55

Matters to be considered with the Press and Public Excluded:

PIH/21-22/2/21 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.

The committee resolved to exclude the press and public due to the confidential nature of the business to be discussed.

PIH/21-22/2/22 **To consider the draft SLA related to the CCTV after feedback from the legal department at Staffordshire County Council.**

The Clerk informed that the Town Council’s solicitor has raised several comments which need addressing.

PIH/21-22/2/23 **To consider and agree a draft Wayleave agreement relating to a receiver in Kidsgrove Centre.**

This is currently being put together.



Planning Applications –September 2021

Number	Address	Details	KTC Response PIH/21022/11	NULBC Decision
21/00819/OUT	Land Rear Of 23 Audley Road Talke Stoke-On-Trent Staffordshire	Erection of 1no. <u>2 bedroom</u> bungalow Comments deadline – 27 th September 2021	No comment	
21/00803/FUL	Kidsgrove Pentecostal Church The Avenue Kidsgrove Stoke-On-Trent Staffordshire ST7 1AL	Change of use from place of worship to a residential dwelling. Comments deadline: 4 th October 2021	No comment	
21/00825/FUL	8, Sands Road, Harriseahead, Stoke-on-Trent ST7 4LA	Single storey rear extension and Two storey side extension. Comments deadline – 25 th September 2021	No comment	
21/00829/FUL	54 Congleton Road Butt Lane Stoke On Trent Staffordshire ST7 1NE	Change of use from Use Class C3 (residential) to Use Class C2 (residential care accommodation) and associated internal alterations Comments deadline - 26 th September 2021	The Committee resolved to respond that there is insufficient parking provision. The lack of emergency exits was also noted for the attention of the planning officer.	
21/00859/FUL	<u>Pennyghael</u> Bullocks House Road Harriseahead Stoke-On-Trent Staffordshire ST7 4JH	Proposed creation of first floor to annexe forming bedrooms with balcony. Comments deadline – 3 rd October 2021	No comment.	



Planning Applications –September 2021

Number	Address	Details	KTC Response PIH/21022/11	NULBC Decision
21/00876/FUL	Grace And Faith Victory Church The Avenue Kidsgrove Stoke-On-Trent Staffordshire ST7 1AE	Change of Use for a martial-arts training centre, more specifically characterised as requiring a E(d) Use Class Order for the purposes of 'indoor sport, recreation or fitness'. Comments deadline – 3rd October 2021	No comment	
21/00883/FUL	47 Walton Way Talke Staffordshire ST7 1UX	Householder house extension (side and rear) to existing detached property. Comments deadline – Tuesday 9 th October 2021	No comment	
21/00886/FUL	25 Dales Green Road Mow Cop Stoke-On-Trent Staffordshire ST7 4RH	Single storey rear extension. Comments deadline – 12 th October 2021	No comment	
21/00887/FUL	7 Kinnersley Avenue Kidsgrove Stoke-On-Trent Staffordshire ST7 1AP	Single storey side & rear extension. Comments deadline – 12 th October 2021	No comment	
21/00896/FUL	2 Willowcroft Way Harriseahead Stoke-On-Trent Staffordshire ST7 4YZ	First Floor Side Extension. Comments deadline – Friday 15 th October 2021	No comment	