



Victoria Hall Liverpool Road Kidsgrove Staffordshire ST7 4EL
Tel: 01782 782254 **Email:** townclerk@kidsgrovetowncouncil.gov.uk
Website: www.kidsgrovetowncouncil.gov.uk

KIDSGROVE TOWN COUNCIL

PLANNING AND ENVIRONMENT COMMITTEE

Minutes of the meeting held on Thursday 6th February 2025
Meeting started at: 7.30pm – Concluded – 8.10pm

Present:- Cllr Ray Tait (chair), Cllr Sylvia Dymond, Cllr Sarah Pickup, Cllr Jill Waring and Cllr Paul Waring

PE/24-25/04/01 Apologies

It was **RESOLVED** to receive and approve apologies from:

- Cllr Simon Jones (work)
- Cllr Craig Skelding (work)
- Cllr Kevin Johnson (personal)

PE/24-25/04/02 Declaration of Pecuniary and Other Interests

None were declared

PE/24-25/04/03 To approve the minutes of the previous meeting held on 13th January 2025

It was **RESOLVED** that the minutes of the previous meeting be approved as a true and accurate record.

PE/24-25/04/04 Public Participation

None present

PE/24-25/04/05 To consider matters relating to planters and spring/summer planting.

Members discussed the coming year planting and who does what between Town Council, Borough and various groups within in the town. The memorial garden was discussed and the new planters that are proposed and costings. Application for a grant funding to be sent to group for the memorial garden. Cllr Simon Jones to be asked regarding Newchapel. Various locations were discussed for the ranger to look at clearing with regards to weeds. The telephone box was discussed and whether or not this could be improved as currently it was looking shabby.

It was **RESOLVED** that the clerk along with the ranger to compile a complete list of who does and is responsible for what regarding planters and baskets around the town.

PE/24-25/04/06 Benches

The Clerk was hoping to have an update on the benches matter but none to date.

PE/24-25/04/07 CCTV

Members discussed the current situation regarding the funding of CCTV and the value for money. Some of the points raised included cost, locations and whether or not any results were obtained from having CCTV. Are we doubling up where business have CCTV? Are the cameras in the right location as a result? The clerk advised that she had attended a meeting earlier that day with CCTV at Stoke centre and was walked through what it is we get and whether or not it works. The Clerk advised that an up to date SLA was being obtained, it was also agreed that regular reports were required from CCTV and the police regarding the usage of CCTV in counter acting antisocial behaviour and criminal activity.

PE/24-25/04/08 Newcastle-under-Lyme Local Plan (2020 – 2040) – Regulation 22 – Submission to Secretary of State update

It was **RESOLVED** to note the update.

PE/24-25/04/09 To consider matters relating to planning applications

NO Objection to planning application **25/00067/FUL**

5. Date of the Next Meeting

To note the date, time and venue of the next meeting scheduled for to be confirmed once meeting calendar agreed.

PLANNING AND ENVIRONMENT COMMITTEE

TERMS OF REFERENCE

Approved by Council: 25th May 2023

Planned Review Date: Annually

6 Members of the Authority

Quorum = 3

The Mayor and Deputy Mayor will be ex-officio Members. Each political faction and each ward of Council should be represented where possible

Each political faction can nominate up to two substitutes

To oversee all planning, environmental and regulatory matters, and to recommend policy to Council on these matters including housing and transportation.

Meetings: Alternate months

All non-Committee members may attend meetings of the Committee except for confidential and speak on ward issues at the Chairman's discretion but are unable to vote.

Function of the Council Column 1	Delegation of Function Column 2
Planning and Development Control	
1. To make observations on all Planning applications; Listed Building applications; Conservation Area consents; Certificates of Existing or Proposed Lawful Use or Development; Display of Advertisement Regulations; and development involving telecommunications, including prior notification determinations	Committee Town Clerk after consultation with Members, if there is not time for reference to Committee, subject to reporting the matter to the next meeting. Committee may decide that with a major or particularly controversial application, to make recommendations for determination by Council
2. Referring any Planning enforcement issue to the principal Council	Town Clerk
3. To make observations on all planning aspects and licensing aspects of waste applications or mineral applications.	Committee
4. To comment on Tree Preservation applications or the making of Orders.	Committee Town Clerk after consultation with Members, if there is not time for reference to Committee, subject to reporting the matter to the next meeting.
5. To respond to consultations from adjoining authorities	Committee Town Clerk after consultation with Members, if there is not time for reference to Committee, subject to reporting the matter to the next meeting.
6. To make observations on Planning consultation documents from Staffordshire County Council, Newcastle under Lyme Borough Council or other bodies.	Committee, except Local Plan or HS2 Project which are reserved for Council.

<p>7. To make observations at the time of planning appeals and to authorise witnesses on behalf of the Council.</p> <p>8. To make observations on Hazardous Substance applications.</p> <p>9. Making observations on applications for amendments to planning and other related consents previously granted by any authority or making observations on applications for the discharge of conditions in respect of planning permissions and other related consents issued.</p> <p>10. Making observations on applications and other actions in relation to hedge rows.</p> <p>11. Making observations and recommendations on Street naming or numbering.</p> <p>12. To liaise with the district council on any matter relating to building control.</p> <p>13. To monitor proposals from developers under Section 106 Agreements or Community Infrastructure Levy.</p> <p>14. To request a Newcastle under Lyme Borough Councillor to “call in” applications to be determined by the Planning Committee</p> <p>15. To undertake the Council’s role in the making, review or management of conservation areas</p>	<p>Committee</p> <p>Committee</p> <p>Committee</p> <p>Committee Town Clerk after consultation with Members, if there is not time for reference to Committee, subject to reporting the matter to the next meeting.</p> <p>Committee</p> <p>Town Clerk</p> <p>Committee</p> <p>Committee</p> <p>Committee</p>
<p>Strategic Planning</p> <p>16. Making observations on Local Plan, HS2 Project or Waste and Mineral Plans</p> <p>17. Making observations on supplementary planning documents or non-statutory plans.</p> <p>18. To oversee the Council’s role in preparing, reviewing and monitoring the Neighbourhood Plan.</p> <p>19. Planning Guidance and Policy by the Town Council</p>	<p>Council on the advice of Committee for Local Plan and HS2 Project. Committee for Waste and Mineral Plans. Committee</p> <p>Committee Approval of Plan reserved to Council.</p> <p>Committee to oversee and recommend Approval reserved to Council</p>

<p>Licensing</p> <p>20. Making observations on any matter relating to gaming or gambling</p> <p>21. Making observations on applications and other matters under the Licensing legislation.</p>	<p>Committee</p> <p>Committee Town Clerk after consultation with Members, if there is not time for reference to Committee, subject to reporting the matter to the next meeting.</p>
<p>Housing</p> <p>22. Town Council Policy or response to consultation on Newcastle under Lyme Borough Council Policy.</p> <p>23. To lobby for a suitable mix of housing and adequate affordable homes.</p> <p>24. To take a lead on other housing matters including landlord supervision and design guidance.</p>	<p>None, but on advice from Committee.</p> <p>Committee.</p> <p>Committee.</p>
<p>Environment & Sustainability</p> <p>25. To promote the environmental wellbeing of the Town.</p> <p>26. Conservation of the built and natural environment</p> <p>27. To lead on the sustainability of the Council as an organisation and to approve and action environmental audits.</p> <p>28. Issues involving ancient monuments and areas of archaeological interest.</p> <p>29. To promote environmental awareness.</p> <p>30. To lead the Town to address climate change, sustainability and transition.</p>	<p>Policy reserved by Council on recommendation of Committee Committee under the direction of Council Town Clerk for operational matters</p> <p>Strategic Operational management to Town Clerk</p> <p>Strategic overview to Committee within budget. Operational management to Town Clerk</p> <p>Strategic overview to Committee Town Clerk for operational matters.</p> <p>Strategic overview to Committee Town Clerk for operational matters.</p> <p>Strategic overview to Committee Town Clerk for operational matters.</p>

<p>Environmental and Public Health</p> <p>31. Power to utilise well, spring or stream to provide facilities for water supply, Public Health Act 1936, S125 and power to deal with ponds and ditches, Public Health 1936, S260.</p> <p>32. To liaise with the relevant authorities in cases of public health/environmental nuisance, drainage matters, pollution, or animal welfare issue.</p> <p>33. To make observations on any public health/environmental licence or registration application (other than under the Licensing Act).</p> <p>34. Waste and recycling</p>	<p>Power and Strategic overview to Committee Operational management to Town Clerk</p> <p>Petitions to Committee Town Clerk in other cases</p> <p>Committee Town Clerk in consultation with Chair in cases of urgency</p> <p>Strategic overview to Committee Operational management to Town Clerk</p>
<p>Strategic Highways and Transportation</p> <p>35. To take policy lead on the Local Transport Plan and general transportation issues including HS2 related activities.</p> <p>36. To respond to consultation on any temporary or permanent highways changes.</p> <p>37. Power to complain to Highway authority as to unlawful stopping up or obstruction of highway or unlawful encroachment on roadside land.</p> <p>38. Consent for ending maintenance at public expense or stopping up or diversion of highway</p>	<p>Committee for strategic overview and to advise Council. Town Clerk for operational matters</p> <p>Committee Town Clerk after consultation with Members, if there is not time for reference to Committee, subject to reporting the matter to the next meeting.</p> <p>Committee Town Clerk after consultation with Members if consensus view</p> <p>Committee</p>
<p>Challenging Planning Decisions of the Planning Authority</p> <p>39. To progress to Judicial Review issues of concern relating to planning decisions made that require challenging</p>	<p>Planning Committee, within budget and financial regulations, through appointed representatives. To report to council at a point relevant to outcome.</p> <p>To provide recommendation to council if proceedings are of significant scale and in line with Financial Regulations.</p>

NB. Any actions delegated to the Town Clerk/Proper Officer may in his/her absence be undertaken by the nominated deputy or deputies, if the matter cannot wait until the Town Clerk's return.



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Report to Full Council

Report Number 2025-P&E

Date of meeting

Thursday 10th April 2025

Report compiled by

Town Clerk

Neighbourhood Watch

Neighbourhood Watch is the largest volunteer-led crime prevention charity in England and Wales. With over 60,000 active volunteers and over 2 million supporter households, we work across local communities and regions to empower and educate people, as well as to bring communities together.

The following pages are designed to enable you to learn how we work on a national, regional, and local level.

Each regional area is divided into Force areas, which means the areas covered by the police forces and locally is as local as your street or the building you live in. In each area, whether it be nationally, regionally, or local, we all have the same vision, mission, and values.

On a national level, Neighbourhood Watch is supported by the Central Support Team and Board of Trustees.

On a regional level, Associations will support Neighbourhood Watch and these are led by local people, volunteering their time to support our movement.

On a local level, Neighbourhood Watch groups are run within communities by local volunteer Coordinators. Local Neighbourhood Watch schemes work in a variety of ways that reflect the needs of the local community. This includes: sharing crime prevention advice and information; running awareness campaigns; holding social events and awards for local people and businesses; leading community projects, such as litter picks, a community café, flood defence response, presentations in

schools and work with young people and children and community messaging with the police.

Request from Local Neighbourhood Group for the funding of the following:

A request has come in from the group in Kidsgrove for the items listed below. All councillors were forwarded an email from their representative. The representatives has been advised of potential funding through council subject to councils approval and which direction the council wishes the group to take.

For attending events

Roller banner £50

Folding table £40

NW logo edging flags £108

Signage

Street signs 20@£6.00, £120 (this would be for the whole borough)

Printed Resource

Window stickers 500, £25

200 "join us" cards, volunteer information, local scheme information £64

50 New Scheme Coordinator packs £75

Total

£482

This would be for a mix of Kidsgrove and the whole borough schemes and activities for 12 months.

Decision required:

- a) Does the Committee wish to agree to fund this from budget.
- b) Does the committee approve the request.
- c) To delegate to the clerk to progress.