



**DISTRICT OF CANNOCK CHASE  
COUNTY OF STAFFORDSHIRE**

Chairman: Councillor P A Fisher  
55 Birch Lane  
Brereton  
Rugeley  
WS15 1EJ

Acting Parish Clerk: Mr P Harrison JP BA (Hons)  
c/o Brereton and Ravenhill  
Parish Hall  
Main Road  
Brereton  
Rugeley WS15 1DU  
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1 December 2021

Dear Councillor

**Parish Council Meeting – 7:30 pm on Tuesday 7 December 2021**

You are requested to attend the Parish Council meeting being held at 7:30 pm on Tuesday 7 December 2021 in the Brereton and Ravenhill Parish Hall, Main Road, Brereton

The Chairman of the Council will give members of the public an opportunity to ask questions or make statements outside of the formal meeting.

Yours faithfully

Peter Harrison  
Acting Parish Clerk

To: All Members of the Council

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**AGENDA**

1. Declarations of Interest
2. Apologies
3. Minutes – To approve as a correct record the attached minutes of the meeting held on 2 November 2021
4. Bus Services
5. Police Matters

6. HM The Queen – Platinum Jubilee (2 to 5 June 2022)
7. To Review the Membership of Committees
8. Calendar of Meetings – to agree dates and times of meetings for 2022
9. Public Space Protection Order (Alcohol Restriction Zone) Ravenhill Park (Please refer to the documents attached to my email of 26 November)
10. Planning Committee – 2 November 2021 (minutes attached)
11. Members' Items
12. Exclusion of Public
13. Recruitment of post of permanent Parish Clerk
14. Proposals for Governance and Accountability Review
15. Date of Next Meeting – 4 January 2022 (Precept Meeting)

## **BRERETON AND RAVENHILL PARISH COUNCIL**

A meeting of the Parish Council was held in the Parish Hall at 7:30 pm on Tuesday 2 November 2021

Present:

Councillors: Cllrs P A Fisher (Chairman), K Ansell, Alderwoman Mrs P A Ansell, Alderman R Easton, J Brown, Mrs M Easton, Mrs G Harvey, J C Harvey, Mrs L Johnson and T A Jones

In attendance: Mr P Harrison Acting Parish Clerk, District Cllrs L Arduino, G Molineux and County Cllr P Kruskonjic

At the commencement of the meeting it was announced with great sadness and shock that Mr Peter Davies the former Parish Clerk had passed away

All members paid tribute to Mr Davies and reflected on his service to the parish council and his personal qualities that had made him not only an excellent clerk but a friend and support. Condolences were expressed to Mrs Davies and her family

Members then stood in silence as a mark of respect

### **1. DECLARATIONS OF INTEREST**

No declarations were given at the start of the meeting

### **2. APOLOGIES**

Apologies for absence were received from Cllrs Mrs W Fisher and D Johnson

### **3. MINUTES**

RESOLVED:

That the minutes of the meeting held on 5 October 2021 be approved and signed as a correct record

### **4. APPOINTMENT OF VICE CHAIRMAN**

Consequent upon the resignation of Mr G Molineux there was a vacancy in the office of Vice-Chairman

RESOLVED:

That Alderman Cllr R Easton be appointed Vice Chairman of the Council for the remainder of the Municipal year

### **5. CASUAL VACANCY**

It was reported that there had been no demand for a poll to be held to fill the causal vacancy resulting from the resignation of Mr G Molineux. It was now a matter for the Council to co-opt a person to fill the vacancy

RESOLVED:

That Ms Clare Hodgkiss be co-opted to fill the casual vacancy and an item be included on the agenda for the next meeting to consider her appointment to serve on Committees

6. **BUS SERVICES**

Further correspondence had been received from the MP indicating that D & G Bus Ltd. had no intention of reinstating bus services but would review this depending on passenger numbers. The MP had also contacted the County Council to ascertain whether services could be given some public transport subsidy

Concern was expressed about the current franchising arrangements which allowed the bus operator to "cherry pick" more profitable routes and this had resulted in less profitable but more socially desirable services being cut. Members agreed that campaigning for reinstatement and improvement of bus services should be a key priority and would remain under active consideration

If no reply was received from the County Council within 2 weeks a reminder letter would be sent

7. **AMAZON LIAISON COMMITTEE (8 NOVEMBER 2021)**

Consideration was given to the appointment of a representative to replace Mr G Molineux

RESOLVED:

That Alderwoman Cllr Mrs P A Ansell represent the Council on the Liaison Committee

8. **REDUCTION OF SPEED LIMIT – ARMITAGE ROAD – CONSULTATION**

It was reported that the Highway Authority had begun consultation on reducing the speed limit on Armitage Road from 40 mph to 30 mph. The Acting Clerk had already responded to the consultation indicating that the Parish Council strongly supported this proposal subject to enforcement measures being put in place. Members thanked County Cllr Kruskonjic for his assistance in progressing this matter

RESOLVED:

a) That the action of the Acting Clerk be confirmed

b) That individuals be encouraged to respond to the consultation by supporting the proposal

9. **JUNCTION OF REDBROOK LANE AND MAIN ROAD**

Concerns were expressed regarding the traffic congestion in the area and the difficulties experienced due to HGV's having to use the junction

10. **POLICE MATTERS**

The Police had been unable to send a representative to attend the meeting but had submitted a written update report. This would be circulated to members for information.

Arising from this concern was expressed about drug dealing that was taking place openly in the parish and in particular in Ravenhill Park. This would be raised with the police. In addition anyone observing vehicles suspected of participating in this illegal activity would be encouraged to note the vehicle licence number and report to the police

#### 11. REMEMBRANCE SUNDAY ARRANGEMENTS

Reference was made to the arrangements for the forthcoming Festival of Remembrance. The Royal British Legion nationally had issued instructions to its branches that, in a change to past practice, they must not arrange for Road Closure Orders in connection with Remembrance Parades. As a consequence, the Chairman of the Council and other members had been involved in assisting with the organisation of the event this year and had ensured that all necessary arrangements would be in place including a Road Closure Order. It was anticipated that the Council would continue to deal with such matters in the future. Members were also arranging for repairs required to the flagpole at the War Memorial

As usual the Charman would lay a poppy wreath on behalf of the Council on Remembrance Sunday

#### 12. HM THE QUEEN – PLATINUM JUBILEE (2 TO 5 JUNE 2022)

Correspondence had been received from the office of the Lord Lieutenant enquiring what communities were organising to mark the Platinum Jubilee. It was agreed that this matter be considered further at the next meeting

#### 13. CLOSURE OF COLLIERY ROAD FROM BIRCH LANE TO STILE COP ROAD (FROM 15 NOVEMBER)

Members noted the details of an Order giving effect to this road closure when it was anticipated that repairs would be carried out

#### 14. HS2 LIAISON MEETING

A representative of HS2 had offered to attend a meeting with council members to provide an update on the latest developments relating to the construction of HS2 locally

RESOLVED:

That arrangements be made for a meeting to take place and in this respect it be noted that the Council would be looking to HS2 to provide funding for measures to mitigate the adverse effects of HGV's and other traffic that would be travelling though the parish and also request that the company advertise any job opportunities in the local area

#### 15. SEWAGE INCIDENT ARMITAGE LANE

The Council had been contacted by a resident of Armitage Lane regarding a sewage incident. Although this was not in the parish council area, because of the urgency Cllr R Easton had contacted the relevant authorities and the problem had been resolved and this had now been referred to the relevant Council member at Armitage with Handsacre

#### 16. COMMITTEES

RESOLVED:

That the minutes of the following committees be approved:

Planning Committee – 5 October 2021

Parish Hall and Property Management Committee - 7 October 2021

**17. RUGELEY COMMUNITY ENERGY AND HERITAGE EVENT**

Reference was made to this event which had been held on 23 October

**RESOLVED:**

That a presentation be arranged for the Council in respect of the Rugeley Zero Carbon Project

**18. EXCLUSION OF PUBLIC**

**RESOLVED:**

That the public be excluded from the meeting due to the confidential nature of the business to be transacted

**19. RECRUITMENT OF REPLACEMENT PARISH CLERK AND INTERNAL AUDITOR**

It was reported that one expression of interest had been received from a suitably qualified person for the position of permanent Parish Clerk (prior to the exclusion of the public Ms S Gibson who was attending the meeting as an observer was introduced to Council members)

**RESOLVED:**

That arrangements be made for Cllrs P Fisher, Mrs M Easton, R Easton, Mrs G Harvey and J Harvey to meet Ms Gibson to progress her expression of interest in the position of Parish Clerk

**20. ADMINISTRATIVE AND FINANCIAL ARRANGEMENTS**

Mr. J Smith was present for this item. It was noted that pending the appointment of a new Clerk temporary arrangements had been put in place to cover some of the administrative and financial duties including Mr Smith and Mrs Davies undertaking some of these. It was considered that during Mrs Davies' period of bereavement measures needed to be put in place to ensure that the Council's responsibilities relating to returns to HMRC, VAT and Pensions were observed. The chairman of the Finance and Management Committee would liaise with the Acting Clerk and Mr Smith regarding this

**21. NEXT MEETING**

As agreed previously this would be held on 7 December 2021

The meeting ended at 9:20 pm

Signed:

Dated:

## **BRERETON AND RAVENHILL PARISH COUNCIL**

Minutes of a meeting of the Planning Committee held in the Parish Hall at 9:21 pm on Tuesday 2 November 2021.

### **Present**

Councillors: T A Jones [Chairman], Alderman R Easton, P Fisher, J C Harvey and Mrs L Johnson

Mr P Harrison Acting Parish Clerk, was also in attendance.

#### **1. DECLARATION OF INTERESTS**

None

#### **2. APOLOGIES**

Apologies for absence were received from Councillors Mrs W Fisher and D Johnson

#### **3. MINUTES**

##### **RESOLVED:**

That the minutes of the meeting held on 5 October 2021 be approved and signed as a correct record.

#### **4. PLANNING DECISIONS**

CH/21/0339 – Rear Extension – 9 St. Michaels Road – Approved

#### **5. PLANNING APPLICATIONS**

There were no planning applications to report

#### **6. PLANNING APPLICATION CH/21/0083 - CHANGE OF USE TO MIXED USE FOR STABLING OF HORSES AND AS A RESIDENTIAL CARAVAN SITE FOR 1 GYPSY FAMILY WITH 2 CARAVANS INCLUDING NO MORE THAN 1 STATIC/MOBILE HOME**

It was understood that the planning authority was pursuing enforcement action

#### **7. PLANNING ENFORCEMENT**

Concern was expressed at the inability of the planning authority to deal with enforcement matters. It was noted that there had been substantial cuts in the number of staff dealing with planning in general and that there was a move towards sharing more services with Stafford Borough Council

The meeting ended at 9:35 pm

Signed:

Dated:



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**BRERETON AND RAVENHILL PARISH COUNCIL - SCHEDULE OF MEETINGS – 2022**

<b>FULL COUNCIL</b>	<b>PLANNING CTTEE</b>	<b>PARISH HALL &amp; PROPERTY MANGEMENT CTTEE</b>	<b>FINANCE AND MANAGEMENT COMMITTEE</b>
<b>Tuesdays</b>	<b>Tuesdays</b>	<b>Thursdays</b>	<b>Thursdays</b>
<b>4 January</b>	<b>4 January</b>	<b>6 January</b>	<b>6 January</b>
<b>1 February</b>	<b>1 February</b>	<b>3 February</b>	<b>3 February</b>
<b>1 March</b>	<b>1 March</b>	<b>3 March</b>	<b>3 March</b>
<b>5 April</b>	<b>5 April</b>	<b>7 April</b>	<b>7 April</b>
<b>3 May (Annual Mtg)</b>	<b>3 May</b>	<b>5 May</b>	<b>5 May</b>
<b>7 June</b>	<b>7 June</b>	<b>9 June</b>	<b>9 June</b>
<b>5 July</b>	<b>5 July</b>	<b>7 July</b>	<b>7 July</b>
<b>6 September</b>	<b>6 September</b>	<b>8 September</b>	<b>8 September</b>
<b>4 October</b>	<b>4 October</b>	<b>6 October</b>	<b>6 October</b>
<b>1 November</b>	<b>1 November</b>	<b>3 November</b>	<b>3 November</b>
<b>6 December</b>	<b>6 December</b>	<b>8 December</b>	<b>8 December</b>

**START TIMES OF MEETINGS**

Full Council Meetings will commence at 7:30 pm

Planning Committee Meetings will commence immediately following the Council Meeting

Parish Hall and Property Management Committee Meetings will commence at 7:30 pm

Finance and Management Committee Meetings will commence immediately following the Parish Hall and Property Management Committee Meeting

**OTHER MEETINGS**

The Annual Parish Meeting will be held at 8:30 pm on Tuesday 5 April 2022

**VENUE FOR MEETINGS**

Brereton and Ravenhill Parish Hall, Main Road, Brereton, WS15 1DU

Members of the public are invited to attend all meetings when there is an opportunity to ask questions or make statements

Papers for meetings will be available on the Council website - <https://www.breretonandravenhill.co.uk/>