

# KINGS BROMLEY PARISH COUNCIL

## General and Planning Meeting Minutes

Thursday 13th November 2025 commencing at 7.30pm at Kings Bromley Village Hall.

(This meeting was recorded electronically, and these minutes are an abridged transcript of that recording. Corrections, if any, will be seen in the minutes of the following meeting.)

Item	Minute	Actions
Public forum	Two members of the public were present. None wished to speak at this time.	
Present	Cllrs. Davies (chair); Till (vice chair); Sheldon; O'Neil; Cox; Bamber; Panayi. Dist. Cllrs. R. Cox and T. Marshall Ian Colclough, Clerk and RFO.	
1. Apologies and approval of absence.	County Cllr. J. Higgins.	
2. a) In accordance with Section 31 of the Localism Act 2011, members to declare any Disclosable Pecuniary Interest in items on this agenda.	None made.	
b) Clerk to report any written request for dispensations in respect of items on this agenda.	None received.	
3. To resolve that the minutes of the Kings Bromley Parish Council General and Planning Meeting held on 9 <sup>th</sup> October 2025 is a correct record	All in favour. The chair signed the minutes.	
4. Reports.		
(i) County Councillor.	No report received. Several emails had been forwarded to the councillors.	
(ii) District Councillors.	Dist Cllr. Marshall reported. He apologised for not being present since February. He was unavailable through an injury. He referred to the many 'mini markets' that have sprung up stating that they are illegal and being closed down. Landlords need to take more ownership to ascertain who they are letting to and what their business will be. There will be a national clampdown. Dist. Cllr. Hawkins has resigned so there will be a bye election on 11 <sup>th</sup> December. LDC are looking at options regarding the	

proposed local government reorganisation. The preferred one being a merger with East Staffs Borough and Tamworth District. The main outcome is that it will affect officer posts. If it happens it will likely be in place by 2028. Dist. Cllr. Cox reported. A meeting at Highways in Lichfield was held yesterday to talk about the proposed A38 full closure for eleven days around Easter next year. This will impact heavily on local roads. He has made his feeling clear on this subject and will continue to lobby.

(iii) Police.

The clerk read out the report. There were no incidents of note. Discussion took place around RTCs. It seems these do not appear on the reports as they are dealt with by the traffic unit. There will be a police surgeries on 19<sup>th</sup> October at 3pm to 4pm at the Co Op car park and 29<sup>th</sup> November 2 till 3pm and 24<sup>th</sup> January 2 till 3pm. 14<sup>th</sup> March 3 till 4pm at the Village Hall car Park. Clerk to publicise dates. Others to add to social media.

Clerk and all

Clerk to ask PCSO if the details of the thefts from Yew Tree Farm have been received.

Clerk

5. Proper Officers Report.

(i) Correspondence. See Appendix B for details.

1. Email from resident regarding placing village organisation details on the website. These will be added by the clerk.

Clerk

2. Email from resident inviting the council to attend the Carol Service and open the ceremony. Cllr. Davies said he would do this. All in favour.

CD

3. Email from Mr. Cross expressing interest in filling the councillor vacancy. It was proposed to invite him to the December meeting where he can be asked a few questions before leaving the room while a decision is made. Clerk to contact.

Clerk.

4. Letter from resident with village organisations details for website. See under 1 above.

5. Email from County Cllr. Higgins answering questions raised at the last meeting.

6. Email from County Cllr. Higgins with copy of safety feasibility study.

7. Email from SCC highways regarding flooding on Alrewas Road. The clerk said this had been reported several times. In the past, Dist. Cllr. Cox had met with highways officers and it was thought that a French drain would be the solution. Those he met with have now left the authority so it is back to square one. It was suggested that anyone seeing issues like this should take images and send them to the clerk or log them with SCC using their 'Report it'

All.

website.

8. Email from SPCA regarding substantial increase in annual subscriptions.

9. Email regarding locum work at the council to cover when the clerk stands down. The interested party has been asked to send in references.

10. Police report – see above.

11. Email from Rev. Brading regarding the purchase of a Union Flag and pole. Estimated cost of £500 to £600. At the meeting, a member present made a verbal contribution of £200 towards the cost. The person was thanked by the chair. It was proposed by CD and seconded by PT that the Clerk contact the Reverend and agree to the purchase of the flag and pole.

12. Email from SCC regarding the County Council writing to home-owners that may be affected by the proposed street lighting improvements on Lichfield Road.

Clerk

(ii) Other Matters

None.

(iii) Actions from the last meeting.

The clerk said that all actions attributed to him had been dealt with and it was assumed that actions for others were also completed.

(iv) Clerk vacancy latest

The chair said that one person had expressed interest but on a locum basis. See above in correspondence.

(v) Cllr. Vacancy latest.

The closing dates has passed with only one person interested. See above in correspondence.

(vii) December meeting date.

The clerk cannot make the usual date. After discussion it was decided to hold the December meeting on the 10<sup>th</sup>. Clerk may still be unavailable on that date.

6. Finances. See Appendix C for details

(i) Financial statement.

Current account as at 24/10 stood at £14,446.03  
Reserve account £8,382.63

(ii) Payments received.

None.

(iii) Payments to be made, as examined, verified and certified by the Clerk.

1. Clerks net salary, income tax, NI, expenses and postage stamps - £751.36

2. Perennial Landscapes – grass cutting - £247.50 plus vat.

3. RBL wreath – Allan Howard - £25.00

4. SPCA – training course - £80 plus vat.
  5. AP Home Improvements – fit acoustic material to Village Hall ceiling - £300.00
- All were in favour of paying the above invoices.

(iv) To consider possible capital projects for 2026/7.

The clerk said that now is the time for council to think about large scale projects for the next financial year. The item will be on the next agenda and the precept bid will be made in January.

All

7. Planning. See Appendix A for details.

1. New applications: 25/00803/FUH – 15 to 17 Manor Road - Erection of a two storey side extension to construct utility room and en suite bedroom on the ground floor and master bedroom suite to first floor.

(b) 25/01197/FUH - 11 Victoria Meadows – First floor side and rear extension.

After consideration the council had no comments to make on these two applications. Clerk to inform LDC

Clerk

2. Approved applications: None.

3. Tree applications: (a) (a) 25/A0416/TCA - Manor Croft, Manor Park. T1 Oak – tree damaged by neighbouring felled tree. (b) 25/A416/TCA - 1, Bromley Court. T1 Silver Birch – remove three limbs.

The council noted these and had no comments / concerns.

4. Other matters: 25/01155/PND (from previous meeting) The following comment was made to LDC on this application.

“It is noted that the Environmental Health Officer did have concerns regarding the potential for contamination and noise to impact upon the occupiers of the proposed development and suggests further information is required to ensure that the proposals are acceptable. In the same vein, the Flood Risk Officer states that there is a surface water risk and suggests a complete flood risk assessment/drainage strategy is obtained. This council would reiterate those statements. This council is also unsure what the use of the dwelling will be - renting, holiday lets or for purchase. Could this be clarified?”

The clerk was asked if he had received a reply from LDC when he asked about the proposed use of the buildings. No reply has been received. Clerk to chase LDC again.

## 8. Village Hall.

- (i) Draft constitution document
- Cllr. Bamber reported. The document is to be reviewed but the legalities are not straightforward. Advice from Support Staffordshire has been taken and they say that a new constitution cannot be written. Legal advice was suggested or contact with SPCA first. The document needs to be legally correct to protect the parish council and the trustees of the management committee. Thanks should go to Cllr. S. Cox for the work he has done. A further working group meeting will be convened.

VHWG

- (ii) Administration.

This should have been removed from the agenda. Clerk to rectify.

Clerk

- (iii) Acoustics.

The panels are now fitted to the hall ceiling and comment was that they have made a difference. The Chair reminded Cllr Bamber that the VHMC, had agreed to contribute to the cost of the acoustic panels, up to a maximum value of £500. This was confirmed. Clerk to contact the VHMC treasurer.  
Item to be removed from agenda.

Clerk

Clerk

A question was asked about the heating and if any progress had been made about an automated system. It is complex because of the zonal nature of the hall. Options still being looked at.

Chair asked if a copy of the insurance receipt could be provided. Clerk asked to contact VHMC treasurer.

Clerk

## 9. Highways.

Further discussion took place over the lay by at the War Memorial. The clerk gave the background again. A reply to the solicitors representing the claimant has been made stating that this council does not own the land in question and placing the onus on the claimant to produce evidence that may clarify who does.

- (i) HS2 and quarrying.

Cllr. S. Cox made a report. He attended a meeting on 2<sup>nd</sup> October (as a resident of Orgreave). A copy of those minutes are available on request from the clerk.

- (ii) Speed devices.

Cllr. Till reported. Deputy PFCC is attending a speedwatch session on 14<sup>th</sup> November at Bradbury Lane so he can see the impact of speeding traffic and how having the speedwatch team present can slow traffic speeds. Looking at automatic speedwatch

cameras that send letters to offenders. Speeding along Alrewas Road is also a concern despite the presence of traffic calming measures. The SIDs 'beam length' can be programmed to shorter distances if necessary. Funding is required to install a post on Alrewas Road so that the existing SID can be moved there is required. Locations are being investigated, one being near Victoria Meadows. This will be a capital item for next years budget. It was proposed that Highways meet with Cllr. Panayi – all in favour. Also with Dep. Com. Evans to address physical problem such as the 60 limit that is sandwiched between the 50 at Yoxall and the 40 at Kings Bromley. A515 at Bradbury Lane has been nominated as a speed camera van location.

PT

BP

(iii) Footpaths.

The footbridge over the ditch on Shaw Lane is still down. Clerk to find initial report reference number and report it again. Debate over who is responsible for these works, landowner or highways. Clerk to investigate with LDC and SCC.

Clerk

10. Open Spaces.

Cllr. Sheldon reported. The open area fronting the Co Op is much improved but the Lanes Close open area could be better.

11. Community Services.

(i) Neighbourhood Plan.

Chair reported. He has spoken to LDC and it was suggested he contact Chris Brereton. The Housing Needs Assessment funding has been withdrawn. The questionnaire has been sent to Cllr. Panayi for comment before distribution.

BP

(ii) Engagement (a) Defibrillators scheme (b) Christmas tree and lights (c) Best Kept Village coordination.

(a) The one in the church is for use by attendees, the one outside the hall is available and as far as council knows, is registered. The landlord at the public house has indicated that he does not want to take responsibility for the defrillator there. Cllr. Bamber proposed that the council could take it over. She will find out likely costs. The ongoing cost is that the battery and pads will need replacing periodically. It was suggested that this is added to the capital projects list.

JB

(b) Electrician is coming next week to check the lights and connection box.

(c) Allan Howard has indicated that he will not be involved next year. Cllrs. O'Neil and Bamber will co ordinate the entry and will liaise with the relevant village organisations. A draft form to collect their data and to comply with GDP

regulations has been produced by the clerk.  
Samples were handed to JB.

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|---|---|-----------|
| (iii) Communications (a) Website                                | (a) A meeting between CD and PT and possibly a new clerk will take place in the New Year.   | CD and PT |
| (iv) Projects (a) Village Signage / Map (b) Entrance 'Gateways' | All to consider projects for next year and bring ideas to the next meeting.<br>(a and b) No progress.   | All       |
| (c) Village portable public address system                      | (c) Chair said a system was 'donated' for use at the recent Remembrance Service at the War Memorial and proved to be very good. It was suggested that a system could be hired as and when one is required. Chair will look into this. | CD        |
| (d) Village welcome pack.                                       | (d) Thanks to Cllr. Sheldon for producing the draft welcome pack. She will now find the cost of production.   | YS        |
12. Parishioner Safety.
- (i) Village risk assessment (VRA). Still on going.
  - (ii) Assets of Community Value. The future of the local public house. Two assets are now registered, and new tenants are in place at the public house. The pub is open 6 days a week, Tue to Sun.
  - (iii) Flood avoidance. The chair reported. If incidents of flooding are seen village residents are to be requested to please take images and send to the clerk so they can be reported to The EA and the LLFA (SCC). Will need to know exactly where the image was taken and a date. All

The meeting closed at 9.39pm.

Signed ..... (Chair) Date: 10<sup>th</sup> December 2025.