

KINGS BROMLEY PARISH COUNCIL

DRAFT General and Planning Meeting Minutes

Wednesday 10th December 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	Three members of the public were present. Mr. Stoney produced a communication regarding HS2 and asked if someone from this parish would like to join with Whittington to discuss its contents. He will send a copy across. Cllr. S. Cox will look into it. Major issues have arisen due to HS2 Phase 2 being delayed for 4 years and farms being safeguarded. Cllr R Cox said that the Act of Parliament for Phase 2 has not been repealed. Still no definitive design to show how the new line will join the existing line at Handsacre. Local MP recently had a meeting with the HS2 Chief Exec. Outcome is unknown at present.	SC
Present	Cllrs. Davies (chair); Till (vice chair); O'Neil: Cox; Panayi. Later joined by new Cllr. Cross. Dist. Cllrs. R. Cox.	
1. Apologies and approval of absence.	County Cllr. J. Higgins. Dist. Cllr. T. Marshall (retrospective). Cllrs. J. Bamber; Y. Sheldon. Ian Colclough (Clerk and RFO)	
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 13 th November 2025 is a correct record	All in favour. The chair signed the minutes.	
4. Reports.		
(i) County Councillor.	No report received.	

(ii) District Councillors.

Dist. Cllr. Cox reported. The official opening of the new leisure centre will be in January. New cinema development is progressing. LDC has an 'empty homes strategy' and is pushing HS2 with regards to the ones they have empty at present. There are 10 empty properties in this parish – the largest number in the District. LDC Local Plan development is ongoing. No date set for its completion but needs to be done before local government reorganisation. Application for 70 homes in the village will be dealt with in the new year. LDC are in discussion over 'land supply' issues in the District. The chair thanked the councillor for his report.

(iii) Police.

PCSO Lisa Anderson has replied by email to the clerk. No further reports will be submitted to the council as all the information is available through their website. If an officer is required at a future meeting then let them know. The chair proposed that the item is taken off the agenda but a separate item added as required when circumstances require it. Clerk

Cllr. Till has used the website and spoken to the Deputy Commissioner about it. The site shows data on a map but is somewhat outdated and contains limited information. Suggested that council writes back to the police to request reports until such time as the website is more useful. This was proposed and seconded – all in favour. Clerk to contact. Clerk

A member of the public stated Police did not show on 29th November at the Royal Oak car park, as had been publicised by our PCSO. More accidents are happening at the junction of the A515 at Seedy Mill. Cllr. Panayi has spoken to Cllr Higgins and sent photographic proof. She will look into it. It is a long term problem. County will only do something if there is a problem with the junction design. Clerk to contact police to see if the incident at the junction was reported / logged and to copy in Cllr R. Cox. Other parishes are not pleased with the decision to refer to a website. It was suggested that the larger policing areas meant that time needed to be saved elsewhere. Cllr R Cox stated LDC has the statutory duty to deal with the police not the county council. Clerk

5. Proper Officers Report.

(i) Correspondence. See

1. Playground inspection report. This had been

Appendix B for details.

circulated to all. Cllr. S. Cox offered to send the report to a couple of contractors to obtain prices to remedy the low risk items identified. All in favour. Details to be sent to the clerk.

SC

2. Email from LDC regarding CIL applications. This had been circulate to all. Cllrs were asked to look at the embedded link to see if there is anything that the council could apply for. The chair looked into to this last year and found there was nothing that this council could apply for. Cllr. R. Cox explained the process and agreed there was nothing that Kings Bromley PC could apply for.

All

3. Email from Show Society regarding village hall fees. The chair explained that some village organisations, who had spoken to him, were unhappy that charges were being made to, for example, set up the hall for functions. He advised them to make it official and to write to either the council or VHMC. Mention was made that the Snooker Club, who use the upstairs space, were pleased with the rates that they pay. Cllr. Panayi suggested in the first instance the email ought to be put to the VHMC not the council. Cllr. Till felt that the council has a duty of care and should be involved. Chair suggested that the clerk replies stating that the email will be forwarded on to the VHMC asking them to reply to the clerk who will forward the VHMC response to the Show Society. If the latter are not happy with the response from the VHMC, they are to come back to the council again. All in favour.

Clerk.

4. Email from LDC regarding the precept. (Item 6 iv below).

5 and 6. Email from Police regarding reporting system. This was discussed in length above item 4 iii

(ii) Other Matters

None.

(iii) Actions from the last meeting.

The clerk said, via the chair, that all actions attributed to him had been dealt with and it was assumed that actions for others were also completed.
Comment that the fallen lilac at the entrance to Leofric Close has been removed but there remains some debris.

(iv) Clerk vacancy latest

The chair said that there were two applicants.

One was interested as an interim and one as advertised. Chair will circulate details of their applications. Proposal is to interview the person who wished to do the job full time (8 hours pw) then, if suitable, inform the other person that the role is filled. If not suitable then will take on the interim person while the search continues for a full time clerk. Three councillors will need to be involved in the interview before Christmas. The Chair, Cllr O'Neil and Cllr Till volunteered.

Chair
BO and
PT

(v) Cllr. Vacancy latest.

Mr. Edward Cross was present – he has put himself forward to be co opted. The chair asked if there were any questions for Mr. Cross. Two questions were asked and duly replied to. It was proposed that he is co opted. All in favour. Mr. Cross was duly elected. He completed the Declaration of Acceptance of Office form and was welcomed by all to the council.

(vi) Grounds Maintenance tender for 2026 onwards.

The chair said he had little information on this. Three providers will be asked to submit tenders. Mr. Stoney knew of someone that may be interested and will send details to the clerk.

6. Finances. See Appendix C for details

(i) Financial statement.

Current account as at 26/11 stood at £13,241.68
Reserve account £8,437.78
Payment received £55.15 bank interest.

(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 - £818.58
2. Ian Colclough – voice recorder and memory card £140.49
3. Ian Colclough – AA batteries for above £5.43
4. SPCA training courses (2No) - £40 and £35 plus vat.
5. Flag and pole and sash - £419.20 * note this should have read £415 (corrected by the clerk)
6. Wychnor tree – Christmas tree purchase - £80.00
7. ACWarb – tree works £96.00 plus vat
8. ACWarb – tree works £456.00 plus vat
All were in favour of paying the above invoices. Thanks to Cllr. Panayi for her work organising the Christmas tree.

(iv) To consider the precept bid for the next financial year.

A summary document had been circulated to all. Cllr. S. Cox said that the lease on the hall

was due to be renewed in 8 years and that the surveyor for the diocese would potentially at that time visit the hall to check the condition of the building and prepare a dilapidations report. The lease is a full repairing and maintenance lease. He doubted that the VHMC would hold enough funds to cover possible future liabilities and proposed that the council set up a ring fenced reserve of c£2000 pa to create a reserve of £16,000. The VHMC has around £16,000 in their account. This would increase a band D properties annual payment by £3.42 pa. Need also to determine what plans the diocese have for the building – a further lease or possible sale. Chair said that the VHMC should also consider such a fund. This situation will not arise if a new lease is offered. Prudent to have a fund in place. This, along with the 20% suggested increase in the precept would add £9.62 pa. For a band D property or less than £1 a month.

Decision needs to be made at the January meeting.

All

(v) Identified capital projects for 2027/7

Chair read out suggested projects and added entrance gateways and new village map by the War Memorial.

Discussion lead onto the possible location of the SID post on Alrewas Road.

Cllr. Till suggested deferring the erection of the gateways for a future year.

Discussion over walk leaflets and inserts to the welcome pack. £282 already allocated by clerk and chair (250 leaflets).

A depreciation fund was suggested for the SIDs. £500pa was suggested for 5 years.

It has been suggested that chains are fixed to the post around the War Memorial. Chair will find a cost for this.

Chair

Decisions at next meeting. Suggestions welcome by email. Please contribute.

All

7. Planning. See Appendix A for details.

1. New applications: (a) 25/01429/FUH – 9 Alrewas Road – single storey extension to the rear.

(b) 25/01325/LBC – Richard Crosse School – lintel replacement of window 13.

The council had no objections on the above applications, and supports application (b). Clerk to report.

Clerk

2. Approved applications: None.

3. Tree applications: None.

4. Other matters: None.

8. Village Hall.

(i) Working Group report.

Chair said that Cllr. Bamber was happy for the council to take over responsibility for the CCTV. Chair and vice chair will have training in its use. Working group has met to get a more practical working structure for the VHMC and to ensure that the covenants of the lease between the diocese and council are met.

JB

A meeting with Support Staffordshire will take place in January to help with setting up the relationship between the VHMC and council.

VHMC AGM was on 30th October. Two councillors' names were put forward to be on the committee, (Cllrs Panayi and Bamber).

However, in previous council meeting (12/06/25) volunteers were requested. The council can appoint two trustees to the VHMC and Cllrs Panayi and Till were nominated.

Hence Cllr. Bamber cannot be accepted as a Trustee appointed by the PC.

It was also agreed that all minutes of the VHMC must come to the council. This has been poorly managed by the council in recent years, especially as it is a specific requirement of the document governing the relationship between the PC and the VHMC.

The proposed VHMC chair, secretary and treasurer's names must be submitted to the council first for formal approval. This has not happened for many years. Hence the clerk to write to the VHMC to request the minutes of the AGM (30/10/25), which will identify who is nominated to fill these VHMC posts. The PC can then comment / approve them.

Clerk

The council is responsible for meeting the covenants of the current lease with the diocese. However, in the deed of trust the VHMC indemnifies the council, for the requirements of the lease covenants. One issue of this is that the VHMC members may become personally jointly / severally / individually liable for any issues that are either not insured or outside any insurance. The council would like to work with the officers of the committee to protect them by looking at relevant additional insurance (eg directors and officers cover). The working group will continue to look at this, and report again in the new year.

Potentially there is an issue with the buildings insurance such that claims may not be met.

	<p>Cllr. Bamber is working to correct the issue. Cllr. S. Cox will look into possible other insurers. The insurance needs to be in the name of the diocese and the council. Question over the policy and who takes it out was asked. The VHMC takes out the policy but this should be in the name of the diocese and council. The policies had not been sent to the council for checking. It is a complex situation that the group are working on. It may be that the council pays the insurance in future and claims the cost back from the VHMC.</p>	JB / SC
9. Highways.	Nothing to report other than that as discussed under 4 iii above.	
(i) HS2 and quarrying.	<p>Cllr. S. Cox reported. Response to the latest Cemex application has been drafted and circulated. Final version will go out tomorrow. Chair has one further amendment and this will be added before the reply is sent.</p>	Chair
(ii) Speed devices.	<p>Cllr. Till reported. Two reports produced this month to go on to website. All in favour of this action. Clerk to post. Recent meeting on site with Dep Com. Evans. was called off by Staffs RSP due to bad weather. No new date yet. Dep Com Evans said that they are looking at automatic speedwatch cameras for Staffordshire.</p>	Clerk
(iii) Footpaths.	The footbridge over the ditch on Shaw Lane is thought to be the responsibility of HS2 and a meeting will be sought with them.	Chair
10. Open Spaces.	Responsibility for this item will need to be reallocated since Yvonne Sheldon stood down.	.All
11. Community Services.		
(i) Neighbourhood Plan.	Chair reported. Email has gone Chris Brereton at LDC to ask him for support and an informal review of council's draft plan. Waiting on a response.	
(ii) Engagement (a) Defibrillators scheme (b) Christmas tree and lights (c) Best Kept Village coordination.	<p>(a) No further update. VHMC will take over the one by the public house along with the one at the VH.</p> <p>(b) Tree and lights installed. Event was really well attended. Royal Oak provided mulled wine. Thanks to Cllr Panayi for her inputs.</p> <p>(c) Cllrs. O'Neil and Bamber will co ordinate the entry next year. BKV banner has been found and will be available for display next year.</p>	LO / JB

(iii) Communications (a) Website (a) A meeting between CD and PT and possibly a new clerk will take place in the New Year. Cllr. Cross will require his email address setting up and the new clerk will require admin rights to the systems. Chair

(iv) Projects All for next year All
(a) Village Signage / Map
(b) Entrance 'Gateways'
(c) Village portable public address system
(d) Village welcome pack.

12. Parishioner Safety.

(i) Village risk assessment (VRA). Next year.

(ii) Flood avoidance. The chair reported. Met with local MP to look at mitigation measures. Target, item 1, is the clearance of all existing drainage ditches by liaising with local landowners. Item 2 would be to look at putting in new drainage ditches alongside the A515 to the south of the village. On going item.

The meeting closed at 9.41pm.

Signed (Chair) Date: 8th January 2026.