

# **BRINDLEY HEATH PARISH COUNCIL**

## **MINUTES OF MEETING HELD ON TUESDAY 29 MARCH 2022 AT THE CHURCH OF THE HOLY SPIRIT, MOUNT ROAD, RUGELEY**

**PRESENT:** Parish Councillors: R. Turville (Vice Chairman)  
D. Cotton  
Mrs M. A. Turville  
M. Sutherland  
A. Pearson  
Mrs S. Pearson

**IN ATTENDANCE:** Fraser Lennox (Venue Operation Manager (Cannock),  
Birmingham 22 Commonwealth Games (to end of item 2)  
Mrs T. Williams (Clerk)

### **1. APOLOGIES**

Apologies were received from Councillor P. Adams.

Apologies were also received from County Councillors Dr J. McMahon and Councillor P. Hewitt.

### **2. DECLARATION OF INTERESTS**

No Interests were declared.

Member

Interest

Type

### **3. COMMONWEALTH GAMES**

The Chairman for the meeting, Councillor Turville, asked Councillor Cotton, with the support of Councillor Sutherland, to take the lead on this item.

The Chairman and Councillor Cotton both welcomed Mr Fraser Lennox, Games Venue Operations Manager, who is working for the Organising Committee for the 2022 Birmingham Commonwealth Games, to the meeting.

Toyin Higgs, City Integration Manager, had been unable to attend the meeting.

Mr Lennox advised the Council that he was responsible for the Cannock Games venue (with no responsibility for any other site) which involved assisting the Organising Committee's Venue Management Team in the coordination of all aspect of the Birches Valley event planning and its overall delivery for the Birmingham 2022 Commonwealth Games. Mr Lennox will be on site until 20 July 2022.

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Mr Lennox will be the Parish Council's contact for the one-day mountain biking event on Wednesday 3 August 2022. The Commonwealth Games competition (as a whole) will run from 28 July to 8 August 2022 and involve 19 different sports at 14 venues across the region. Some 4,500 athletes will be taking part, representing 72 nations with 1.3 billion people expected to watch the games from all around the world.

A 'Familiarisation Day' will take place on 2 August at Cannock which is a training day for the athletes to get accustomed to the mountain bike course. There will be 24 teams taking part with a male and a female event.

The Parish Council said that it welcomed the Games and what it will do for the area but expressed some concerns about how a large influx of people to Cannock Chase will be managed in the days leading up to and during the event day itself.

Councillors believed the event, which although only one day, with related activity will take place over around 10 days with many people arriving on the weekend before. Mr Lennox said he was scoping the issue currently as the Organising Committee don't know how many people will be attending in the free to view areas.

The Parish Council also expressed concern about the Four Oaks Farm parking facility as a new access gate on Shooting Butts Road is close to the junction with Penkridge Bank Road with a blind spot as motorists turn in.

Mr Lennox advised the Parish Council that the top gate will be pedestrian only with no vehicular access in or out. He said that a Local Area Transport Management Plan will be put in place involving the installation of road furniture and check points/warnings at key junctions which will be way back from the venue on the various surrounding roads. The roads (which will remain two way) will be managed by professional management staff with marshal starting work on 2 August – on Familiarisation Day.

Mr Lennox distributed copies of plans of the area demonstrating how the Traffic Management Plan will work. The dotted line denoting the area of their responsibility.

The Four Oaks Farm field will be the main car park for the Games (with a capacity to hold 1500 cars), opening on 2<sup>nd</sup> August (time not known) and managed right through the night to 3<sup>rd</sup> August at 6pm.

The Organising Committee have taken responsibility for use of Four Oaks Farm. Originally the field had been outside the red line but due to concerns raised by Natural England, Forestry England and Councils they've included it in the development boundary. Staff will be employed to manage the parking and bookings are being taken online. People will not be able to just turn up and pay.

The Organising Committee is in negotiations with the Highways Department for a licence relating to the verge between the hedge (bordering Four Oaks Farm) and the road (which is believed to be under Highways ownership).

The event area within the venue will include parking for contractors and blue badge holders.

Mr Lennox reassured Councillors that meticulous planning had been undertaken to cover every element of the event including emergency services and transport, which is a big area of work. The Organising Committee is encouraging people to travel into Stafford by train where a free shuttle bus will be available to take them to the venue and back again. A number of buses will be running, starting at 6.30am for the

workforce. Transport for West Midlands in partnership with the Birmingham 22 Organising Committee and local authorities are accelerating existing transport plans. Competitors will be bused in separately.

The transport team are aware of the problems caused by people parking on verges. There have been lots of consultations with the safety advisory group which are members of the local councils.

Parish Councillors highlighted longstanding parking issues on Slitting Mill Road where people park up anywhere.

Mr Lennox advised the Council that Games staff had been warned of the likelihood that spectators who know the area will arrive to satellite car parks and cycle to the venue. The Organising Committee have been trying to get a good understanding of how many people are going to be arriving and have done a lot of research and work in this area.

There will be two zones/areas which are a seated and ticketed area and a non-ticketed free to view area on the trail. They are working on the basis that 3,000 people will be at the ticketed area during the day and up to 9,000 people will be coming in as free to view spectators.

The Committee is working with Forestry England on how to manage those people within the trail. A number of volunteers including 30 – 40 rangers from Forestry England will be managing the trail with a view to protecting areas of natural beauty, sensitive areas of bird nesting, moving people away from certain areas and encouraging people to go to designated viewing points. Mr Lennox said they were very well aware of the sensitivities of the area. 80 volunteers will be looking after crossings, bridlepaths and roads and security stewards will deal with any incidents. The staff will aim to move people on and create a no parking environment in certain places.

The Council expressed the view that in respect of intelligence on the ground there needed to be clarity and understanding.

Mr Lennox said there will be an Event Control Room – from which Commonwealth Games staff as well as medical, fire and police will all be communicating. They will have a plan for all emergency eventualities and will monitor everything including spectator and traffic flow. There will also be a Games Operation Centre where the main chiefs will be sited. A very detailed program has been drawn up for the two days.

They have a department called ‘Cleaner, Catering and Waste’ and staff will be working with all venues on the site. There will be a Spectator Hub which is a smaller version of the main ticketed area allowing non ticketed spectators to use the facilities, purchase food and merchandise.

From 15 June there will be limited access to car parks because the building of a wooden shelter will commence. 20 July is when the unofficial training will begin.

The Council highlighted that its main concerns were Highways/traffic management related and Councillors pointed out that the double yellow lines in Birches Valley were in need of repainting. Mr Lennox said that he would make enquiries with the County about this item.

**‘Get Set for the Games’** – is a document that is about to be published which focusses on local residents and information they will need to know about affected roads, timings etc. The information will be circulated as soon as it is available. There is also a website: <https://www.birmingham2022.com/getset>

Mr Lennox reassured the Council that the area would be returned to its natural state after the event.

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Mr Lennox noted the Council's concerns about traffic management, the number of people likely to arrive before the event and the need to repaint double yellow lines on surrounding roads. He also noted a request for information on ticket prices.

Before leaving the meeting, Mr Lennox was thanked for his time in joining the Council. Councillors said they were most reassured by the detailed event planning that had gone into the event and of his knowledge of the area and local key issues.

Before moving on to the next agenda item the Chairman called for a minute's silence in moral recognition of the devastation and suffering inflicted upon the Ukrainian people following the indefensible invasion of their country by Putin of Russia.

**4. POLICE REPORTS**

PCSO Lloyd and PC Wilkes were unable to attend the meeting but had very kindly provided a police report.

The Council noted the report and suggested that, following a spate of garden thefts, an article be published on the website to alert residents on the need to keep their gardens and sheds secure.

**5. PUBLIC PARTICIPATION**

No members of the public were in attendance.

**6. MINUTES OF LAST MEETINGS**

**Resolved:** That the minutes of the Meeting held on 8 February 2022 be approved as a correct record.

The draft minutes of the Planning Committee meeting held on 8 February 2022 were noted.

**7. UPDATES FROM PREVIOUS MINUTES**

The Council noted a letter from Mr Bennett of Chetwynd's Charity thanking the Parish Council for its £50 charity donation.

**8. CHAIRMAN'S REPORT/ANNOUNCEMENTS**

The Chairman had no report.

Councillor Cotton reported that Councillor Adams was doing very well after his hospital treatment, and everyone was delighted to hear this good news.

Councillors continue to send Councillor Adams their best wishes for a speedy recovery.

**9. CORRESPONDENCE**

a. Items of Post

**Blooming Cannock Chase 2022**

An email (dated 13 February 2022) from Bloomin Cannock Chase, Hednesford in Partnership, confirms the Bloomin Cannock Chase Competition will run again this year. Further information will follow.

### **Chase Community Games Programme 2022**

An email (dated 18 March 2022) from the Marketing and Campaigns Officer advises that Cannock Chase Council is working with inspiring healthy lifestyles on a local 'Chase Community Games' programme incorporating activities, events and legacy opportunities to celebrate the Commonwealth Games coming to Cannock. The programme will be published in April.

Those who want to take part are asked to register their interest and Parish Councils and organisations are asked to register the celebrations they are planning.

### **Cannock Chase Council prepares to pay Energy Rebate**

The Parish Council was reminded that households in Council Tax bands A-D will get a £150 rebate from April 2022. Billing authorities will also receive an extra £144 million nationwide to provide support to vulnerable households who may not qualify for the rebate including people on low incomes in council tax band E-H. The Warm Home Discount Scheme will also be expanded.

### **Humanitarian Crisis in Ukraine – Information from Rt Hon Michael Gove (forwarded by County Councillor Hewitt)**

The Council noted a letter from the Rt Hon Michael Gove about the humanitarian crisis in Ukraine and details of the 'Homes for Ukraine' scheme. The Council also noted a letter and General Briefing from the National Association of Local Councils on what local councils can do in support.

The Council shared stories and observations of the good work that had been done in Rugeley and the surrounding area in support of the people of Ukraine.

### **Great British Spring Clean 2022**

Parish and town councils are invited to register to take part in the campaign. They will be able to order 'Great British Spring Clean' litter collection bags and receive support with promotional material.

The Council shared their observations about the increasing number of community minded volunteer litter pickers who were regularly seen out and about in support of their area.

### **Support Staffordshire**

Support Staffordshire (in an email dated 29 March 2022) is seeking a placement for the staff of a local company who want to be involved in a community project, preferably in the Cannock area.

Anyone requiring help with a new or ongoing community project can seek support from this resource.

### **NALC Smaller Councils Committee: Request for Input**

A letter from the Chair of NALC's Smaller Councils Committee (dated 11 March 2022) was circulated after the meeting.

The Committee would like to hear from smaller councils on specific smaller council issues they would like NALC to address. It would also like to know what services NALC could offer to meet the Councils' needs.

b. Consultations

**Cannock Chase Climate Consultation**

The Council noted (in an email from the Consultation & Engagement Officer on 15 March 2022) that that Cannock Chase Council was running two surveys on Climate Change. Everyone was invited to take part in the surveys which close on 1 April 2022.

**Resolved:** That Parish Councillors complete the Climate Change surveys individually.

**10. ROAD SAFETY**

a) Speed volume and classification data from Staffordshire County Council

The Council noted (in an email from the Community Infrastructure Liaison Manager dated 17 March 2022) speed, volume and classification data captured in a County Survey on Brindley Heath Road, Hednesford, and two sites in Stafford Brook Road, Rugeley.

In Brindley Heath Road the data showed that 2146 vehicles had used the road over 24 hours and the general speed of traffic was found to be 35mph (in a 30mph zone).

In Stafford Brook Road (Site Ref: 211201S01B) 1207 vehicles had used the road over 24 hours and the general speed of traffic was found to be 35mph (in a 40mph zone).

In Stafford Brook Road (Site Ref: 211201S01C) 1239 vehicles had used the road over 24 hours and the general speed of traffic was found to be 38mph (in a 40mph zone).

The County Council concluded that Stafford Brook Road had showed good compliance with no further action recommended. The statistics for Brindley Heath Road showed that consideration for mobile enforcement had been met in one direction only but both directions are usually required.

b) Repainting of road markings

The Council were pleased the Commonwealth Games Organising Committee had agreed to make enquiries about having the road markings repainted in the areas surrounding Birches Valley.

Councillor Sutherland said he had attended a meeting and confirmed that the road markings would be repainting including a number other roads in Rugeley.

Councillor Sutherland confirmed that the road markings on Chaseley Road had now been done.

c) To receive a '20's Plenty for Staffordshire' team briefing

The '20s Plenty for Staffordshire team briefing (dated October 2021) was noted.

**11. QUEEN'S PLATINUM JUBILEE CELEBRATIONS**

Councillor Turville advised the Council that he had no update at present, after making enquiries to a contact about holding a Queen's Platinum Jubilee event in the parish.

The suggestion was made that many areas/residents would be arranging their own smaller celebrations.

**12. PARISH ISSUES – CHASE SIDE**

Councillor Sutherland advised the Council that he dealt with issues in the parish directly as they arose.

Councillor Cotton informed the Council that a vehicle had smashed into the bridge on Stafford Brook Road and damaged the coping stones and cracked the bricks. The displacement needed to be pushed back and rendered.

The damage to the bridge was reported to Staffordshire County Council on 6 March 2022 through the online 'Report It' service (Job Reference 4273502).

**13. PARISH WARD ISSUES – BRINDLEY VILLAGE**

Councillor Pearson advised the Council that speeding issues in the parish and in Hednesford continued to be an ongoing problem. A number of residents had contacted him with their concerns.

It was acknowledged that the limited police resources didn't help matters but Community Speed Watch may be able to monitor some of the areas (subject to a successful risk assessment).

**14. CANNOCK CHASE FOREST**

a. Cannock Chase AONB

AONB Annual Conference – Councillor Sutherland reported on the conference held on Thursday 3 March 2022 (held virtually via Zoom). He said the meeting had been a worthwhile investment in time and he was amazed at what they were able to achieve with so few people. Councillor Mrs Frances Beatty chaired the meeting and Mr Marshall's presentation was informative. Presentations included detail on the budget and how it was funded, Government, the Games and the Highways Design Guide. They didn't talk about the issues on the Chase directly.

The Conference covered Brindley Heath and the RAF training camp. Mike Dilger, Ecologist from the BBC 'The One Show' was in attendance. He was excellent and an ambassador on why we need to protect and value Cannock Chase.

Councillor Sutherland said the meeting would have been much better if it had been participatory.

Councillor Pearson had unfortunately been unable to attend.

Sustainable Development Fund – Opportunities provided by the Sustainable Development Fund were noted but no projects were identified that met the criteria for application. The application close date is 9 May 2022.

b. Ironman Competition

The Ironman Chief Executive Officer's previous offer to answer questions by email if not in person had been noted. The competition was thought to be causing difficulties to some residents on event day and the Council asked (via County Councillor Wilson) that consideration be given to varying the route in future years.

Councillor Sutherland informed the Council that he believed the competition was very well run nowadays and there were no issues.

**15. INVITATION TO MEETINGS/EVENTS**

The Council noted that there were no upcoming (external) meeting invitations.

**16. REPORTS ON MEETINGS ATTENDED**

No reports were available under this item.

**17. COUNCILLOR REPORTS**

No Councillor reports were given.

**18. FINANCIAL MATTERS**

a) Financial Position of the Council

A breakdown of income and expenditure for the financial year to date was given in the Clerks Report (dated 24 March 2022). The budget statement showed the current financial position of the Council with reserves totalling £16,589.59.

**Resolved:** To note the financial position of the Council.

b) Parish Notice Board

The Clerk reported on the prices obtained for metal noticeboards as an alternative to a hardwood structure.

Councillors were not convinced that a metal noticeboard would be right for the site and Councillor Cotton and Councillor Sutherland offered to research some options.

**Resolved:** That the Parish Council continues its research into the availability of suitable notice boards.

c) Adoption of the Joint Council National Salary Scales 2021-22

The Clerk advised the Council that agreement had been reached on the National Joint Council salary scales for the period April 2021-22.

Under the new scaling SCP11 had changed from £11.30 to £11.50 an hour, backdated to 1 April 2021.

**Resolved:** That the Clerk was authorised to continue to be paid in accordance with the National Joint Council salary scales which included a backdate (SCP11 @ £11.50 per hour from 1 April 2021).

d) To authorise cheques for payment

100199	Church of the Holy Spirit	£20.00	Use of community room on 29 March 2022
100200	Trudy Williams	£707.85	Gross salary January, February & March 2022 (including £48.80 backdate)

**Resolved:** To authorise payment of the cheques listed.

Chairman’s Initials .....



**19. ANY OTHER ITEMS FOR INFORMATION AND ITEMS FOR NEXT AGENDA**

None

**20. DATE OF NEXT MEETING**

The Annual Meeting of the Council will be held on Tuesday 31 May 2022 at the Church of the Holy Spirit, Mount Road, Rugeley.

The Chairman thanked everyone present for their attendance.

Signed.....

Chairman, Mr. R. Turville

Date.....