***SEIGHFORD PARISH COUNCIL***

**MINUTES OF A COUNCIL MEETING HELD ON 15 JULY 2019 AT DERRINGTON VILLAGE HALL**

|  |  |  |
| --- | --- | --- |
| Present: | Cllr David Price (Chair) | Cllr John Busby |
|  | Cllr Neil Brown | Cllr Mark Turnbull |
|  | Cllr Mark Hodgkins | Cllr Charlotte Darvill |
| In attendance: | Cllr. Jeremy Pert  Cllr. R. Sutherland  Cllr. M. Winnington  Stacey Worden | Staffordshire County Council/Borough Council  Staffordshire Borough Council  Staffordshire County Council/Borough Council  Locum Clerk |
|  | + 2 members of the public |  |

# 19/7/01: TO RECEIVE APOLOGIES, RECORD ABSENCES

Apologies were received from Councillor Allen

# 19/7/02: DECLARATIONS OF INTERESTS

No declarations of interests were made.

No written requests for dispensations had been received

# 19/7/03: PUBLIC OPEN FORUM

A resident spoke about the pavements in Great Bridgeford. It had been expected that a small section of the pavement was to be re-surfaced but resident conversations with the surveyor recently on site indicated that a much larger plan of work was planned for the summer. The resident wished to know what information the Parish Council had regarding the works, what had changed for this to be possible, and if there any conditions attached to the work in terms of potential new housing.

A resident noted that the County Council had emptied the gullies in Seighford.

The resident also wished to draw to the Council’s attention a recent incident whereby the main Seighford sewer had flooded into their garden. This has happened previously and as there are now new properties now added to the system, this may exacerbate the problem. The issues were dealt with after 3 days, which was not the expected prompt response.

# 19/7/04: UPDATE FROM BOROUGH / COUNTY COUNCILLORS

County/Borough Cllr. Pert provided the following updates:

* The gullies are on a 3 year gully emptying programme, which prioritizes annual emptying for main roads. Whilst the works programme was in progress, there may still be some backlog.
* Cllr. Pert advised that the Great Bridgeford pavements have been part of a county wide prioritization scheme for some time along with a number of other areas, and has now been selected as the area to benefit from a 350k programme of complete pavement re-surfacing works to cover the main areas of pavement within the 30mph zone. In some areas this may not cover both sides of the road. Cllr. Pert confirmed there are no conditions on the funding, such as additional housing. The next steps include:
  + A letter drop to all residents with contact details for issues
  + Works will commence w/c 12th August and are expected to last 18-20 weeks
  + Temporary traffic lights will be in place for public and workforce safety and will aim to accommodate resident access as much as possible.

Borough Cllr. Sutherland advised a resident has contacted him with ongoing concerns about speeding in Derrington. However, speed watch data is not showing any major issues. If any residents are interested in joining the speed watch team he will co-ordinate a training session. At present there are 2 groups of 3 people. The commitment would be 1-1.5hrs a week or fortnight. If specific days and times were identified to be an issue for speeding, he can arrange for a speed camera to visit at those times.

He advised that the Green at Seighford is progressing well and for the Parish Council to ensure its requirements are put forward to the owner.

# 19/7/05: ANNUAL MEETING OF THE PARISH COUNCIL 20th MAY 2019

1. Minutes

It was unanimously **resolved**: the minutes of the Council Meeting on 20th May 2019 be accepted as a true record and signed by the Chairman.

1. Actions since the last meeting

Minute 19/05/05 – Public Forum, Drive Me Site

The Chair has contacted Ranton Parish Council and is awaiting feedback on any recorded incidents of excessive noise before any correspondence is sent to the Borough Council.

A letter has been received from a resident complaining of an incident of excessive noise on the 11th May that was not felt to be within agreed limits.

Borough/County Cllr. Winnington advised that the original planning application stated noise to be within a 64-decibel limit. Ranton Parish Council may not have evidence of other incidences and it is advised that Parish Councils report any issues to the Borough Council so that incidences can be logged, and a profile generated.

Borough Cllr. Sutherland noted a visit was made to the site approximately 18 months ago with environmental and enforcement officers, but no evidence of noise nuisance was found on that date. It was noted that prevailing winds can make a difference to how the noise carries.

It was agreed for Cllr. Sutherland to arrange for a Borough Council representative to come and explain the noise management plan in place for the site.

Minute 19/05/08 – Chebsey Lane

Connectivity issues with Chebsey Lane is ongoing with regards to feedback from Network Rail.

Minute 19/05/13 Bin on post for Speed Indication Device

The Clerk has contacted Streetscene to ask for removal of the bin placed on the post on the Eccleshall Road. To date this has not been removed.

Minute 19/05/14 Parish Councillors Report

A resident has been contacted to ask to move materials stored against the boundary fence at Great Bridgeford play area, causing it to bulge out. The Chair will obtain an update from the Clerk.

# 19/7/06: CO-OPTION

# There were no candidates for co-option to the Parish Council at this time.

**19/7/07: PLANNING MATTERS**

There were no planning applications for consideration

**19/7/08: TO REVIEW AND ADOPT COUNCIL POLICIES**

1. **Risk Assessment.** It was **resolved** to accept the risk assessment policy as circulated by the Clerk prior to the meeting. It was noted with regards to paragraph 17 that the review would be completed on return of the Clerk.
2. **Assets.** The assets sheet had been updated in line with previous comments and so was **resolved** to be accepted.

# 19/7/09: PARISH FINANCES

* 1. **Update on expenditure against budget for 2019/20**

It was **resolved** to accept the report which had been circulated.

* 1. **Accounts for Payment**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **To be paid** |  |  |  |  |
| **Paid To** | **Details** | **Amt** | **VAT** | **Total to pay** |
| L Horritt | Payroll - Jun 19 | 291.03 |  | 291.03 |
| HMRC | PAYE Q1 | 31.22 |  | 31.22 |
| Autela | Payroll Costs Q1 | 44.41 |  | 44.41 |
| L Horritt | Office Costs 20th May to 15th July | 35.79 | 1.09 | 36.88 |
| SPCA | Councillor Course costs - MT | 20.00 |  | 20.00 |
| St Chads Church | Printing - Election information | 5.47 |  | 5.47 |
| L Horritt | Payroll - July 19 | 157.27 |  | 157.27 |
| Morral Play Services Ltd | Quarterly Inspection Mar 19 | 119.97 | 23.99 | 143.96 |
| JRB | Dog bags | 236.25 | 47.25 | 283.50 |
| SPCA | Councillor Course costs - NB | 20.00 |  | 20.00 |
| SPCA | Councillor Course costs - CA | 20.00 |  | 20.00 |
|  |  |  |  | 0.00 |
|  |  |  |  |  |
| **TOTAL** | |  |  | £1,053.74 |

**It was resolved to approve the accounts for payment**

* 1. **To approve the Bank Reconciliation**

It was **resolved** to approve the bank reconciliation.

The Clerk noted the Bank Mandate form was ready for approval and will be signed by Cllrs. Busby and Hodgkins. The mandate will remove retired Council members and add Cllr. Brown as a new approved signatory.

# 19/7/10: CHAIRMAN’S REPORT

1. **Update – The Green, Seighford**

The removal of the existing hedge has been completed. Works outstanding may include tree pruning, formation of a level lawn, grass seeding, planting of replacement trees and provision of 2 benches. The Chair and Cllr. Hodgkins agreed to meet on site to discuss required works and propose a plan for approval at the next meeting.

# Bus Passes and usage pre 9.30 from 1st July 2019

It was noted that due to County Council reductions bus pass concessions will no longer be available before 9.30am, in line with the national concession scheme.

# Vehicle Activated Signs - update

The sign located on the Newport Road will be moved to the alternative location on the Eccleshall Road for traffic travelling towards Stafford. The plan is for this sign to alternate between these two locations and leave the other sign in place, due to its proximity to the road making it less safe to move.

# 19/7/11: PARISH COUNCILLORS REPORT

* Cllr Busby updated the meeting about the speed watch scheme, which has 6 members in 2 teams, with a weekly patrol alternating between teams. He also met with a Derrington resident regarding concerns about speeding tractors. He noted that the faster tractors are still only doing around 25mph. Some of the trailers require number plates and this will be rectified.
* Cllr Turnbull advised he will report back to Great Bridgeford village hall committee regarding the upcoming pavement works, as this was raised in the recent meeting.
* Cllr Turnbull expressed concerns about speeding in Great Bridgeford and the setting up of a new speed watch group was discussed. The previous group had disbanded. It was noted that the previous group found it difficult to deal with the excessive volume of speeding traffic after the speed limit was reduced to 30mph. The Chair and Cllr. Turnbull would discuss the possibility of setting up a new speed watch group. Cllr. Pert agreed to speak to the Safer Roads Partnership to request increased frequency of attendance by the camera team.

# 19/7/12: HIGHWAYS, FOOTPATHS and PLAYING FIELDS

1. Play inspection report and actions required:

**Seighford** – the issue with rotten timber has been rectified by Cllr. Hodgkins

**Great Bridgeford and Derrington** – the igloo climbing frames at both sites have cracked paint and need to be rubbed down, treated and repainted. Mrs. Horritt had previously advised the Chair that she has the appropriate paint that can be used for both frames. Cllrs were requested to form a volunteer group to work on the frames once the paint was checked for suitability. Weeds on the safety surface need to be removed and it was proposed that a working party will be organized to work on these issues over the summer. Mr. Moseley will jet wash the areas.

**Derrington** – the swing will need a replacement chain once it has reached 40% wear.

**Great Bridgeford** – the chute on the slide was noted as requiring repair but on inspection it is unclear what is needed. The Chair will clarify this with the inspector. **It was resolved** to add the cutting of the hedge on the left-hand side of the entry walkway to Cllr. Hodgkins work list, as the resident of the adjacent property was finding it difficult to maintain.

1. Proposed Play area update – Great Bridgeford:

The Chair is talking to suppliers to obtain 3 quotations for improvements to the play area. It is estimated that the total cost will be around £20,000 plus VAT. Once costs have been confirmed, the Parish Council can look to access grant funding. One avenue is via the Tesco community grant scheme.

# 19/7/13: STAFFING MATTERS

As the permanent Clerk is unable to confirm a return date and is not expected to be available for the September meeting, it was resolved to extend the locum Clerk contract for Mrs. Horritt for as long as necessary.

# 19/7/14: NEXT MEETING

Agenda items to include:

Derrington bus shelter repairs and painting of the noticeboard.

Concerns regarding footpath 26 that runs from Cherry Lane to Worston Lane in Great Bridgeford. It is badly overgrown and has already been reported a number of times to the footpaths team. It was agreed that in the meantime the Clerk writes to the footpaths team at the County Council to request cutting back.

# 19/7/15: MEETING CLOSE

As there was no further business, the Chair declared the meeting closed at 9.00pm