

# SEIGHFORD PARISH COUNCIL

# MINUTES OF A COUNCIL MEETING HELD ON 16 MARCH 2020 AT GREAT BRIDGEFORD VILLAGE HALL

|  |  |  |
| --- | --- | --- |
| Present: | Cllr David Price (Chair) | Cllr Carole Allen |
|  | Cllr John Busby |  |
|  | Cllr Neil Brown | Cllr Mark Turnbull |
|  | Cllr Mark Hodgkins |  |
| In attendance: | Lisa Horritt | Locum Clerk |
|  | + 2 members of the public |  |

## 20/03/01: TO RECEIVE APOLOGIES, RECORD ABSENCES

Apologies were received from Cllr Charlotte Darvill

## 20/03/02: DECLARATIONS OF INTERESTS

No declarations of interests were made.

No written requests for dispensations had been received

## 20/03/03: PUBLIC OPEN FORUM

The public had no additional questions to raise.

## 20/03/04: UPDATE FROM BOROUGH / COUNTY COUNCILLORS

None were present to provide an update.

## 20/03/05: MEETING OF THE PARISH COUNCIL 20th JANUARY 2020

1. Minutes

It was unanimously **resolved**: the minutes of the Council Meeting on 20th January 2020 be accepted as a true record and signed by the Chairman.

1. Actions since the last meeting

Churchyard Grants – Seighford Church have provided an update. No response has been received from Derrington Church.

Dog waste bags

It was confirmed that Stafford Borough Council would not issue free dog bags due to the volume required. It was agreed to investigate the cost of dog waste bags elsewhere to see if these could be sourced at a cheaper cost than the dispenser bags. Councillors can then consider this in May.  
Cooper Perry School Parking  
Cllr Price has contacted County Councillor Mark Winnington to discuss a date. No response has been received.

## 20/03/06: PLANNING MATTERS

Cllr Price updated the meeting about the Issues and Options consultation currently in progress. This had been circulated to members. It was agreed to respond to sections 5,8 and 9 including concerns about a potential 5.250 home garden village in the Parish. It was agreed that a draft response would be circulated on the basis discussed for final comments before submission.

## 20/03/07: TO DISCUSS THE GREEN, SEIGHFORD AND SECTION 106 HANDOVER/BOUNDARY QUERIES

As discussed at the last meeting an informal complaint has been submitted to Stafford Borough Council Planning in relation to this.  
As the Parish had received no response on January 9th 2020, the Chairman wrote to Patrick Farrington (Leader of Stafford Borough Council) to raise a formal complaint.

There has been no formal response received and it was agreed to continue to escalate this through the Borough Council processes as required.

## 20/03/08: 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 - Feb 19 | 291.03 |  | 291.03 |
| L Horritt | Payroll - March 19 | 291.03 |  | 291.03 |
| Great Bridgeford Village Hall | Hire Dec 19 | 19.50 |  | 19.50 |
| JRB | Dog waste bags | 236.50 | 47.30 | 283.80 |
| Star Employment Services | Clerk advert | 129.00 | 25.80 | 154.80 |
| SPCA | Subs | 354.00 |  | 354.00 |
| Stafford Borough Council | Election Costs - uncontested | 246.48 |  | 246.48 |
| D Price | Paper for APM notices | 7.00 |  | 7.00 |
| HMRC | PAYE Q4 | 218.20 |  | 218.20 |
| Great Bridgeford Village Hall | Hire Mar 20 | 19.90 |  | 19.90 |
| Autela Payroll Services | Q4 | 41.46 | 8.29 | 49.75 |
| L Horritt | Office Costs 18th Nov to 20th Jan | 26.67 | 2.44 | 29.11 |
|  |  |  |  |  |
|  |  |  |  | 1,964.60 |

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

* 1. **To approve the Bank Reconciliation**It was **resolved** to approve the bank reconciliation. This was signed by the Chairman and Clerk.
  2. **To approve SLCC subs for new Clerk**  
     It was agreed to pay the Membership of SLCC for the Clerk at a cost of £100 for the year.
  3. **To approve new clerk course and ILCA course for new clerk**It was **resolved** to approve the training as above - £40 to SPCA for 1-1 new clerks course and £99 to SLCC for ILCA.
  4. **To approve reserves for year end**The Parish Council had budgeted for some projects in 2019/20 which were either not required or have been delayed. This has resulted in higher reserves than usual for a short period. It was therefore agreed to transfer additional reserves of £9000 to a capital reserve which can then be used within the Parish for any capital spends required.

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## 20/03/09: TO DISCUSS NEW WEBSITE PROGRESS AND CONSIDER ADOPTING SOCIAL MEDIA POLICY

The locum clerk has been uploading documents including minutes, agendas, accounts and a large portion of this is completed. Areas such as local services and links to village halls and information still require updating. This will be passed to the new clerk to continue completion.

A Social Media policy had been circulated to members prior to the meeting and it was **resolved** to adopt this.

## 20/03/10: CHAIRMAN’S REPORT

# Request to reposition A board outside Seighford Church

It has been requested for the Parish Council to grant a license for the Church to lay 4 slabs slightly below ground level on the green to site their A board advertising events in the church.  
It was **resolved** to allow this. A letter will be sent to confirm, it will also note that any planning permission required must be sought by the Church.

# Great Bridgford Playing Field equipment update

# The working group meeting for 21st February was scheduled due to Cllr illness. 57 letters of support have been received from Cooper Perry School. Cllr Price is meeting Jane Green from the National Lottery Community fund on 24th March. An application to Asda Foundation is also in progress.

# Once the outcome of the lottery bid is known, further funding applications can be submitted if required. Businesses on Ladfordfields are still to be approached and consideration can be given to setting up a Friends of Great Bridgeford group which may open additional funding possibilities.

# Annual public meeting – Monday 6th April

# Based on the information from the government about Coronavirus and social distancing measures it was agreed to cancel this meeting until further notice.

## 20/03/11: PARISH COUNCILLORS REPORT

* Cllr Busby updated the meeting that Derrington speedwatch recommenced 2 weeks ago and is meeting each week. He queried how we can help our communities in relation to the virus update and also queried how more rural areas can get access to better broadband.
* Cllr Hodgkins raised an issue about parking on the main road in Seighford opposite the pub on a bend. It appears to be 2 properties causing the issue and it was resolved to write to them and Seighford Estates who own the properties to raise a concern. The homes have allocated parking at the rear, especially at school times it is felt these cars may cause an accident.
* Cllr Turnbull raised a concern about waste bins along Eccleshall Road, Great Bridgeford. Several dog owners are hanging bags of dog waste in the hedge. It was noted there are 4 bins along this stretch already and that dog owners need to change/improve their behaviour to walk back and use these before continuing their walks. Mick Bailey at Streetscene will not put any more bins in this area. The Locum Clerk noted she would order some dog stickers for Cllr Turnbull to put on the lampposts. The Council will also consider laminated signs along the route at the next meeting.

## 20/03/12: PARISH CLERK RECRUITMENT It was confirmed that Kerry Turner has been appointed as Parish Clerk. Kerry has been appointed for 25 hours per month at SCP 10 rising each year incrementally up a point until reaching SCP 13. She will also be paid working from home allowance at £18/month.

## 20/03/13: NEXT MEETING

Agenda items to include:

Great Bridgeford Playing Field Project, dog waste bins, bins and laminated signs.

## 20/03/14: MEETING CLOSE

As there was no further business, the Chair declared the meeting closed at 9.07pm