



# SEIGHFORD PARISH COUNCIL

## DRAFT MINUTES OF COUNCIL MEETING HELD ON 20<sup>th</sup> SEPTEMBER 2021 AT 7.30 PM AT DERRINGTON VLLAGE HALL

Present: Cllr David Price (Chair)  
Cllr John Busby  
Cllr Neil Brown  
Cllr Mark Hodgkins  
Cllr Richard Wilkes  
Cllr Mark Hayward  
Cllr Mark Turnbull

Borough Cllr Ray Sutherland  
County Cllr Jeremy Pert (to 8.50pm)  
Joe Palmer – Clerk

4 members of the public (to 8.35pm)

A minute's silence was observed in memory of Councillor Bill Brown who died in July.

### 20/09/2021/01: TO RECEIVE APOLOGIES: RECORD ABSENCES

Apologies were received from Councillor Carole Allen who was unable to attend due to being unwell.

### 20/09/2021/02: DECLARATIONS OF INTERESTS

There were no declarations of interests or dispensation requests.

### 20/09/2021/03: PUBLIC OPEN FORUM

A member of the public raised parking issues at Church Lane, Derrington relating to the Millennium Green. Issues were raised regarding a meeting to be arranged with the Borough Council relating to the now withdrawn planning application, and possible enforcement action. A discussion took place between the resident and Borough Councillor Sutherland relating to these matters.

A member of the public distributed information to the Parish Council regarding their proposed beautification project at Great Bridgeford Playing Field, and requested permission and possible funding for this project.

A member of the public raised issues regarding 2 incidents of vandalism at the ford in Seighford where dog wate bags and a road sign had been thrown into the water and the kissing gate and railings had been damaged. The kissing gate has now been repaired.

A member of the public raised issues regarding problem parking adjoining Seighford Village Green, and was concerned that this obstruction could lead to an accident. A possible solution suggested was yellow lines on the road. The member of the public thanked Cllr Turnbull for his assistance in reporting this issue online.

#### 20/09/2021/04: UPDATES FROM BOROUGH/ COUNTY COUNCILLORS

County Councillor Pert provided an update regarding local covid vaccination and infection rates, and encouraged those able to get vaccinated to do so.

He also provided an update that highways works were due to start on the railway bridge at Worston Lane to strengthen the sides of the road, it was hoped that this would help to resolve residents' issues with the road.

Cllr Price asked County Cllr Pert if there had been any progress regarding a meeting with SCC Highways/Amey about Whitgreave Lane, this meeting is still outstanding and will be arranged.

Borough Councillor Sutherland asked County Cllr Pert if he had had a conversation with County Cllr Winnington regarding the footpath to the Greenway opposite the former Red Lion Public House, as works are needed in order to maintain access for all. Cllr Pert was unaware of the issues and therefore was unable to comment.

Borough Cllr Ray Sutherland informed the Parish Council that the Code of Conduct for Borough Councillors had been adopted.

#### 20/09/2021/05: MEETING OF THE PARISH COUNCIL HELD ON 19 JULY 2021

The minutes of the meeting held on 19 July 2021 were approved. Proposed by Cllr Wilkes, seconded by Cllr Hayward, agreed by all.

Matters arising from the meeting held on July 2021 included:

19/07/2021/07: The bin at Great Bridgeford Playing Field has been moved. Cllr Hodgkins was thanked for doing this work.

The goal posts at Great Bridgeford Playing Field have been painted. Cllr Turnbull was thanked for doing this work.

#### 20/09/2021/06: PLANNING MATTERS

The following applications were considered:

- a) 21/34839/PTEL – Telecommunications mast, antennas and ancillary development at land off Eccleshall Road, Great Bridgeford.

There were no objections to this application. Proposed by Cllr Turnbull, seconded by Cllr Brown, agreed by all. ACTION – CLERK.

- b) 21/34360/HOU 7 Meadow Lane, Derrington - Proposed garage conversion and raising of roof.

There were no objections to this application. Proposed by Cllr Busby, seconded by Cllr Wilkes, agreed by all. ACTION – CLERK.

- c) 21/34258/ANX Cesterforde, Main Road, Seighford – Conversion of outbuilding to annex accommodation. In conjunction with 21/34259/LBC

There were no objections to this application. Proposed by Cllr Hodgkins, seconded by Cllr Brown, agreed by all. ACTION – CLERK.

- d) 21/34259/LBC Cesterforde, Main Road, Seighford – Listed Building Consent - Conversion of outbuilding to annex accommodation

There were no objections to this application. Proposed by Cllr Hodgkins, seconded by Cllr Brown, agreed by all. ACTION – CLERK.

20/09/2121/07:FINANCE:

- a) To receive an update on expenditure against the budget for 2021/2022

The update was received.

- b) To approve accounts for payment

There were 8 items for payment as follows:

Date	Payee	Details	Total
30/09/2021	J Palmer - Salary & home working allowance	Payroll - August 2021	£ 357.50
30/09/2021	J Palmer - Salary & home working allowance	Payroll - September 2021	£ 357.50
30/09/2021	J Palmer - Disbursements	Stationery, stamps	£ 20.06
21/09/2021	Staffordshire Parish Councils' Association	Clerk's Course - The Knowledge	£ 75.00
21/09/2021	Mrs D M Key	Temporary clerking duties fee - 17 May 2021 meeting	£ 50.00
21/09/2021	Derrington Village Hall	Room hire 21/9/21	£ 20.00
21/09/2021	J D M Price	Reimbursement for paint	£ 15.99
21/09/2021	Robson & Liddle	Seighford Playing Fields rent	£ 600.00
<b>TOTAL</b>			<b>£ 1,496.05</b>

It was resolved to approve the accounts for payment. Proposed by Cllr Busby, seconded by Cllr Brown, agreed by all.

- c) To report on payments made since the last meeting on 19<sup>th</sup> July 2021 and prior to this meeting.

There were 4 payments made:

06/08/2021	Morrall Play Services	Playgrounds quarterly inspection	£ 143.96
06/08/2021	Play & Leisure Ltd	New playground equipment at Great Bridgeford	£ 32,744.66
06/08/2021	St Matthews Church, Derrington	Donation 2019/2020 - cheque issued in Nov 2020 not presented and now invalid	£ 400.00
18/08/2021	Arthur J Gallagher	Additional insurance premium for new play equipment	£ 107.55
<b>TOTAL</b>			<b>£ 33,396.17</b>

The report was received

- d) To approve Bank reconciliation.

This was approved. Proposed by Cllr Hayward, seconded by Cllr Turnbull, agreed by all.

#### [20/09/2021/08: CHAIRMAN'S REPORT](#)

The Chairman reported that the Great Bridgeford Playing Field had been officially opened on Sunday 25<sup>th</sup> July 2021, with refreshments provided afterward at the village hall. The event was well attended.

#### [20/09/2021/09: PARISH COUNCILLORS REPORT](#)

Councillors reported on issues affecting their wards:

##### Derrington Ward

Cllr Hayward raised issues regarding lighting at the Newport Road/Derrington Lane junction. He has emailed County Cllr Winnington regarding lighting and accident numbers. It was reported that a light bollard had previously been at this location but had been knocked down and subsequently removed. Cllr Hayward will request a meeting with County Cllr Winnington.

Cllr Busby reported that an overgrown hedge in Derrington had been removed so was no longer an issue.

Cllr Busby reported that the Derrington noticeboard was now very hard to put pins in.

Cllr Hayward and Cllr Wilkes both raised issues regarding the speed of some cyclists on The Greenway, a response from SCC has still not been received.

##### Seighford Ward

Cllr Hodgkins reported that vehicles parking on the pavement in Main Road are causing an obstruction in particular adjoining the Timbers and outside 2 Green Meadows, Seighford ST18 9QN. It was agreed firstly that Cllr Hodgkins would speak to the owner of the car parked outside the Timbers and ask him to abate the nuisance and secondly that the Clerk would write to the occupiers of 2 Green Meadows to ask them also to abate the nuisance.

##### Great Bridgeford Ward

Cllr Turnbull reported that comments had been made from users regarding the zip wire in the new play equipment not being high enough to gain momentum. However, in general the new equipment is being enjoyed.

Cllr Turnbull reported dog fouling issues on the Great Bridgeford playing field. Efforts were being made to identify those responsible.

#### [20/09/2021/10: REPORT ON MATTERS RELATING TO THE MILK STOP, SEIGHFORD](#)

A discussion took place regarding the Milk Stop, Seighford and no further action was required.

#### [20/09/2021/11: SPEED DEVICES IN GREAT BRIDGEFORD](#)

Approval was sought to purchase four batteries, and to purchase a solar panel and a new mounting pole to complete the conversion of one speed device to solar powered.

A discussion took place regarding the mounting pole, and it was decided to defer the purchase of this item in order to obtain further quotes. It was decided to purchase the batteries at a cost of £163.80 and the solar panel at a cost of £358.02.

Proposed by Cllr Busby, seconded by Cllr Brown, agreed by all.

#### 20/09/2021/12: HIGHWAYS, FOOTPATH & PLAYING FIELD MATTERS

a) Playing Field Inspection reports (July and August) and actions required:

Derrington –Cllr Busby offered to weld the loose bar, Cllr Busby and Cllr Hayward offered to remove the moss and fill in the gaps between the safety tiles.

Great Bridgeford – There are gaps in the safety tiles to the igloo and the chairman offered to carry out the work of filling the gaps.

Seighford Kick About – fence posts are broken – CLERK to look for agreement to find out responsibility for maintenance. Cllr Hodgkins offered to replace the posts if this is acceptable. Cllr Hodgkins offered to trim the brambles.

b) The maintenance of Great Bridgeford Playing Field - hedges need cutting back and trees trimming – Cllr Hodgkins offered to do this.

c) The bus shelter at Great Bridgeford near the junction of the A5013 with Whitgreave Lane - the quick thorn hedge on either side needs cutting back to avoid damage being caused to the cedar shingle roof - Cllr Hodgkins offered to do this

#### 20/09/2021/13: THE ADOPTION OF THE NEW CODE OF CONDUCT

Deferred until the next meeting.

#### 20/09/2021/14: THE ADOPTION OF THE NEW FINANCIAL REGULATIONS

Deferred until the next meeting.

#### 20/09/2021/15: THE APPOINTMENT OF A NEW INTERNAL AUDITOR

Two quotations have been received; however, this item was deferred until next meeting in order to obtain further quotations.

#### 20/09/2021/16: NEXT MEETING

The next meeting date is 15 November 2021 at Seighford Village Hall.

Items for inclusion on the agenda for the next meeting:

Beautification project at Great Bridgeford Playing Field.

#### 20/09/2021/17: MEETING CLOSE

The Chairman thanked members for their attendance and declared the meeting closed at 9.25 pm.