



SEIGHFORD PARISH COUNCIL

DRAFT MINUTES OF COUNCIL MEETING HELD ON 15 NOVEMBER 2021 AT 7.30 PM AT SEIGHFORD VLLAGE HALL

Present: Cllr David Price (Chair)
Cllr Mark Hodgkins
Cllr Richard Wilkes
Cllr Mark Hayward
Cllr Mark Turnbull
Cllr Carole Allen

County Cllr Jeremy Pert (to 9pm)
County Councillor Mark Winnington (to 9.10pm)
Joe Palmer – Clerk

2 members of the public (1 to 7.40pm)

15/11/2021/01: TO RECEIVE APOLOGIES: RECORD ABSENCES

Apologies were received from Councillor Neil Brown, Councillor John Busby and Borough Councillor Ray Sutherland who were unable to attend.

15/11/2021/02: DECLARATIONS OF INTERESTS

There were no declarations of interests or dispensation requests.

15/11/2021/03: PUBLIC OPEN FORUM

A resident brought the notice board at Whitgreave Lane, Great Bridgeford to the Parish Council's attention. The notice board was in a poor state of repair and was being pushed over by the hedge. When the hedge was trimmed the notice board fell down, and due to its poor condition has been disposed of. The resident was thanked for disposing of the notice board. A short discussion took place regarding possible replacement of the notice board but this was not pursued as the notice board was not greatly used following the closure of the shop and Post Office..

A resident is having problems with O2 mobile phone signal problem and wanted to ask those present at the meeting what their mobile phone signal strength was. Information was shared with the resident and a short discussion took place regarding possible ways of improving his signal.

15/11/2021/04: UPDATES FROM BOROUGH/ COUNTY COUNCILLORS

County Councillor Winnington gave an update regarding parking issues at Derrington. Stafford Borough Council Planning Enforcement have conducted a site visit. Cllr Winnington suggested that the situation was monitored.

County Councillor Pert had been on a site visit to Whitgreave Lane at Great Bridgeford. Investigations into flooding are ongoing but the frequency of clearing the gullies in this area has been increased to annually which should help to improve the situation.

County Councillor Pert reported that works to the railway bridge on Worston Lane are now complete and should reduce the risk of vehicles leaving the road at this point.

County Councillor Pert reported that gully emptying on the A5013 between Great Bridgeford and Creswell at Great Bridgeford Flats was being increased to help with flooding issues, and that drainage issues adjacent to Creswell Cottages appear to have been resolved

[15/11/2021/05: MEETING OF THE PARISH COUNCIL HELD ON 20 SEPTEMBER 2021](#)

The minutes of the meeting held on 20 September 2021 were approved. Proposed by Cllr Wilkes, seconded by Cllr Hayward, agreed by all.

Matters arising from the meeting held on 20 September 2021 included:

20/09/2021/09: Parish Councillors reports Derrington Ward

Lighting at the Newport Road/Derrington Lane junction, a meeting with County Councillor has not yet taken place.

ACTION - Clerk to email County Councillor Winnington to request a site visit.

A discussion took place regarding possible ways of reducing cyclists speed on The Greenway. Additionally, damage caused by motorcyclists was noted at Duddas Wood.

Lighting on A518/Derrington Lane junction - ACTION - Clerk to email County Councillor Winnington to request a site visit.

Seighford Ward

Cllr Hodgkins has spoken to the owner of the vehicle parking outside The Timbers. The Clerk had written to the occupants of 2 Green Meadows.

Great Bridgeford Ward

Cllr Price reported that the zip wire at the playing field was working well.

20/09/2021/11: Speed devices in Great Bridgeford. The batteries and solar panels had been ordered. A further quote for the pole has been obtained, the cost is £138 including carriage and VAT. Approval was sought to purchase the pole, proposed by Cllr Hodgkins, seconded by Cllr Wilkes, supported by all.

20/09/2021/12: Highways, footpath & playing field matters

Seighford Kick About – The conditions of the lease had been checked; the Parish Council should maintain the fencing.

Cllr Hodgkins was thanked for trimming the hedges at the bus shelter in Great Bridgeford.

20/09/2021/06: PLANNING MATTERS

The following applications were considered:

- a) 21/34718/HOU Mill Cottage, Eccleshall Road, Great Bridgeford; Proposed extension to provide additional living accommodation including one bedroom and kitchen living space at first floor level

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

- b) 21/34812/FUL The Bungalow, Crossing Lane, Derrington: Erection of replacement dwelling

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

- c) 21/34839/PTEL – Telecommunications mast, antennas and ancillary development at land off Eccleshall Road, Great Bridgeford – amendment to application

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

15/11/2121/07: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 9 items for payment as follows:

Date	Payee	Details	Total
30/11/2021	J Palmer - Salary & home working allowance	Payroll - October 2021	£357.50
30/11/2021	J Palmer - Salary & home working allowance	Payroll - November 2021	£357.50
15/11/2021	Seighford Village Hall	Room hire 15/11/21	£10.00
15/11/2021	M Turnbull	Reimbursement for paint	£15.00
26/11/2021	Information Commissioner's Office	Data protection fee - Direct Debit	£35.00
15/11/2021	JDM Price	Reimbursement for two speed devices	£166.37
15/11/2021	Staffordshire Parish Council Association	Training Course David Price - May - Code of Conduct	£30.00
15/11/2021	Staffordshire County Council	Website hosting fee	£131.99
15/11/2021	Morral Play Services Limited	Quarterly playground inspections September 2021	£143.96
		TOTAL	£1,247.32

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

An additional 2 payments were requested for payment:

15/11/21	Staffordshire County Council	Tuning fork for Speedwatch	£40
15/11/21	Elan City UK	Solar panels for speed signs	£358.02

It was resolved to approve these additional payments, proposed by Cllr Allen, seconded by Cllr Hodgkins, agreed by all.

c) To approve Bank reconciliation.

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

15/11/2021/08: CHAIRMAN'S REPORT

The Chairman had attended CPRE Training (Planning Matters), and discussed the current local plan process. He recommended that the Parish Councillors read the notes which had been circulated.

A discussion took place regarding housing allocations.

Representatives from Staffordshire Police had been invited to attend the meeting but were unable to attend. However, a report relating to calls to the police had been sent, which showed a low call level. Residents were reminded to be careful of scams.

15/11/2021/09: PARISH COUNCILLORS REPORTS

Councillors reported on issues affecting their wards:

Derrington Ward

Cllr Allen reported that the 'Resident's Only' parking signs were missing from the car park for the flats at Castle View which was causing problems for residents. ACTION – Clerk to write to Housing Plus.

Cllr Hayward reported problems with motorcyclists on The Greenway. He also reported that the corner of St Matthews Drive gets very icy in cold weather. ACTION – Clerk to write to County Councillor Winnington regarding possible gritting supplies.

Cllr Wilkes reported problems with brown (garden waste) bins not being emptied appropriately. A discussion took place and County Councillor Pert offered to investigate if further information could be provided.

Seighford Ward

Cllr Hodgkins asked if it was possible for the Parish Council to assist with repairing the weather vane at the church. A discussion took place; however, it is not possible to assist because the Parish Council is precluded legally from maintaining church buildings.

Great Bridgeford Ward

Cllr Turnbull reported that Community Speed Watch has taken place in Great Bridgeford. There are 4 locations of which 3 have now been visited. 562 cars were recorded in a 1 hour period. He has had talks with the Police Co-ordinator regarding putting 30 MPH stickers on wheelie bins as a speed calming measure. A discussion took place, and it was advised that stickers can be obtained from the Safer Roads Partnership.

Cllr Turnbull reported that the Village Hall Committee would like to discuss the possibility of funding toward a bus shelter for school children near to the tennis courts. The Village Hall Committee representative would be invited to speak in the Public Forum section at the next meeting.

Cllr Price was concerned that there are no road markings at the Cherry Lane/Whitgreave Lane junction. A discussion took place with County Councillor Pert. ACTION – Clerk to write to Councillor Pert to seek advice about possible solutions.

15/11/2021/10: HIGHWAYS, FOOTPATH & PLAYING FIELD MATTERS

a) Highways issues – Footway maintenance at Eccleshall Road, Great Bridgeford
Problems have been reported with the poor state of the footpath causing an unsafe surface, especially for disabled residents. ACTION – Clerk to write to County Councillor Pert to request footway repairs.

b) Derrington Lane – speed limit
Concerns have been raised by a resident regarding the speed of vehicles on Derrington Lane from the junction with the A518. A discussion took place regarding possible solutions. ACTION – Clerk to write to County Councillor Winnington requesting investigations into a speed limit.

c) Seighford Kick About – fencing repairs. The fence posts should be monitored and any loose nails removed.

d) Playing Field Inspection reports (October) and actions required:

Derrington – Cllr Hayward offered to fill the gaps in the tiles.

Seighford – Cllr Hodgkins offered to trim the brambles.

Great Bridgeford – gaps in tiles need to be filled and moss removed. Cllr Price and Cllr Turnbull offered to do this work. Cllr Hodgkins offered to trim back the shrubs/hedges where required.

15/11/2021/11: GREAT BRIDGEFORD PLAYING BEAUTIFICATION PROJECT

The Chairman has spoken to the residents who proposed this project, they no longer wish to pursue the project and therefore no further ACTION is required.

15/11/2021/12 TOWN AND COUNTRY PLANNING ASSOCIATION – PROPOSED SUBSCRIPTIONS

Deferred until next meeting,

15/11/2021/13: PARISH ONLINE

The Chairman explained the merits of Parish Online and encouraged the Councillors to attend an online training and information session on 17th November.

15/11/2021/14: THE ADOPTION OF THE VULNERABLE PERSONS POLICY

The Council agreed to adopt the Vulnerable Persons Policy. Proposed by Cllr Hayward, seconded by Cllr Allen, agreed by all.

15/11/2021/15: THE ADOPTION OF THE EQUAL OPPORTUNITIES POLICY

The Council agreed to adopt the Equal Opportunities Policy. Proposed by Cllr Hayward, seconded by Cllr Allen, agreed by all.

[15/11/2021/16: THE APPOINTMENT OF A NEW INTERNAL AUDITOR](#)

The Council agreed to appoint Black Rose Solutions Limited as their internal auditor. Proposed by Cllr Wilkes, seconded by Cllr Hayward, agreed by all.

[15/11/2021/17: NEXT MEETING](#)

The next meeting date is 17 January 2022 at Great Bridgeford Village Hall.

Items for inclusion on the agenda for the next meeting:

Budget 2022/2023

Code of Conduct

Financial Regulations

Town and Country Planning Association – proposed subscriptions

[15/11/2021/18: MEETING CLOSE](#)

The Chairman thanked members for their attendance and declared the meeting closed at 9.35pm.