



# SEIGHFORD PARISH COUNCIL

## DRAFT MINUTES OF COUNCIL MEETING HELD ON 17 JANUARY 2022 AT 7.30 PM AT GREAT BRIDGEFORD VLLAGE HALL

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

County Councillor Mark Winnington (to 8.50 pm)  
Joe Palmer – Clerk

1 member of the public (to 7.45 pm)

### 17/01/2022/01: TO RECEIVE APOLOGIES: RECORD ABSENCES

Apologies were received from County Councillor Jeremy Pert and Borough Councillor Ray Sutherland who were unable to attend.

### 17/01/2022/02: DECLARATIONS OF INTERESTS

There were no declarations of interests or dispensation requests.

### 17/01/2022/03: PUBLIC OPEN FORUM

A resident presented proposals for a bush shelter to be constructed in Great Bridgeford for children waiting for the bus to school. The structure would be an open sided shed design on 4 posts with a butyl roof, a quote had been provided from UK Garden Buildings for £1300 to manufacture the structure, which would be erected by local residents. The Village Hall has offered to make a donation towards the project, a local resident has offered to make a donation and some money can be contributed from local events. A request for funding was made to the Parish Council, and it was agreed that this would be put on the agenda for the next meeting.

County Councillor Winnington suggested that County Council Highways were involved in the project.

Action – Clerk to email County Councillor Winnington and County Councillor Pert to request a site visit.

### 17/01/2022/04: UPDATES FROM BOROUGH/ COUNTY COUNCILLORS

County Council – Councillor Winnington provided an update on the local Covid situation and encouraged all to get vaccinated.

Borough Council – There were currently delays with processing planning applications

[17/01/2022/05: MEETING OF THE PARISH COUNCIL HELD ON 15 NOVEMBER 2021](#)

The minutes of the meeting held on 15 November 2021 were approved. Proposed by Cllr Busby, seconded by Cllr Turnbull, agreed by all.

Matters arising from the meeting held on 15 November 2021 included:

Derrington Ward

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

Lighting on A518/Derrington Lane junction - County Councillor Winnington said it was unlikely that it would be possible install lighting.

The Clerk confirmed that she had written to Housing Plus regarding Resident's Only' parking signs at Castle View. No response had been received.

The Clerk confirmed that she had written to Councillor Winnington regarding gritting supplies. No response had been received.

Regarding the concerns relating to the speed of cyclists on the Greenway, Councillor Winnington said that he would take a walk along the Greenway to have a look at the issues.

Derrington Lane speed limit, the Clerk confirmed that she had written to County Councillor Winnington requesting investigations into a speed limit.

[17/01/2022/06: PLANNING MATTERS](#)

It was reported that the following applications had been received since the meeting on 15 November 2021 and had been responded to prior to this meeting due to the timescale imposed by Stafford Borough Council.

<b>Date of SBC's email</b>	<b>Planning Application Ref.</b>	<b>Address</b>
25/11/2021	21/35009/HOU	2 Aston Cottages, Seighford
01/12/2021	21/35132/HOU	Thornville, Billington Lane, Derrington
06/12/2021	21/34718/HOU	Mill Cottage, Eccleshall Road, Great Bridgeford
23/12/2021	21/34973/HOU	Village Farm, Main Road, Seighford
23/12/2021	21/34759/HOU	32 Whitgreave Lane, Great Bridgeford

The Council confirmed that there were no objections to these applications, proposed by Cllr Brown, seconded by Cllr Busby

[17/01/2022/07: PARISH COUNCILLORS REPORTS](#)

Councillors reported on issues affecting their wards:

Derrington Ward

Councillor Wilkes asked if there were any enforcement proceedings at the Millennium Green. Councillor Winnington was not aware of any actions.

Councillor Busby commented that the new 5G mast was very close to the highway.

### Seighford Ward

No issues were reported

### Great Bridgeford Ward

Councillor Turnbull informed the meeting that the railway bridge had graffiti on it. He had been in touch with Network Rail to request that it was cleaned.

Councillor Turnbull was waiting to start the Community Speed Watch and was also waiting for the wheelie bin speed stickers.

Councillor Price stated that the Whitgreave Lane road surface was in poor condition. This has been reported but has been categorised as a low priority by Amey.

### 17/01/2022/08: CHAIRMAN'S REPORT

Councillor Price reported that a letter had been received from Stafford Borough Council regarding restarting Amenity Visits and asking if Seighford Parish Council would be interested in arranging these visits. The cost would be £106 for 1 hour, £146 for 2 hours or £232 for 3 hours, at a single location.

A discussion took place and it was proposed that 2 visits were arranged in April and October for Derrington, Seighford and Great Bridgeford for 1 hour per visit. Proposed by Cllr Busby, seconded by Cllr Hayward, agreed by all.

Action – Clerk to contact Stafford Borough Council

Councillor Price reported that the solar panels had now been fitted on the speed sign in Great Bridgeford and thanked Councillors Hodgkins and Brown for their work in erecting the new mounting pole and fitting the solar panel which is very much appreciated.

### 17/01/2022/09: 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:

<b>Date</b>	<b>Payee</b>	<b>Details</b>	<b>Total</b>
31/01/2022	J Palmer - Salary & home working allowance	Payroll - December 2021	£357.50
31/01/2022	J Palmer - Salary & home working allowance	Payroll – January 2022	£357.50
31/01/2022	J Palmer - Disbursements	Stationery, stamps, McAfee, printer ink	£56.46
17/01/2022	Great Bridgeford Village Hall	Room hire 17/01/2022	£21.00
17/01/2022	JRB Enterprise Ltd	Dog waste bags	£286.20
17/01/2022	Seighford Settled Estates	Rent - Football playing field	£500.00
17/01/2022	Seighford Settled Estates	Rent - Football playing field	£100.00
17/01/2022	JDM Price	Reimbursement for galvanised pole, hose clips and padlocks	£166.97

		<b>TOTAL</b>	£1845.63
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It was resolved to approve the accounts for payment. Proposed by Cllr Hayward, seconded by Cllr Wilkes, agreed by all.

- c) To approve Bank reconciliation.

This was approved. Proposed by Cllr Busby, seconded by Cllr Brown, agreed by all.

[17/01/2022/10: DRAFT BUDGET AND PRECEPT FOR 2022/2023](#)

The draft budget and precept of £19,693.27 for 2022/2023 was agreed. Proposed by Cllr Turnbull, seconded by Cllr Hayward, agreed by all.

Action – Clerk to confirm the precept to Stafford Borough Council.

[17/01/2022/11: REPLACEMENT OF THE DERRINGTON NOTICE BOARD CORK BOARD](#)

It was proposed that replacement cork was purchased for 2 noticeboards at a cost of £36.99. Proposed by Cllr Busby, seconded by Cllr Hayward, agreed by all.

[11/01/2022/12: HIGHWAYS, FOOTPATH & PLAYING FIELD MATTERS](#)

- a) Maintenance of playing fields – Reports were received regarding playground maintenance issues:

Derrington – general maintenance is required and the possible replacement of handles on equipment

Great Bridgeford – It was proposed that 2 replacement 2 swing seats were ordered at a cost of £188.14 plus VAT. Proposed by Cllr Busby, seconded by Cllr Brown, agreed by all.

Seighford Kick About Pitch – a quotation was requested for the replacement of the fence – Action Councillor Hodgkins

- b) Flooding at Stocking Lane was discussed. County Councillor Winnington suggested that it may be helpful if the Parish Council was able to write to landowners asking them to keep their ditches clear. Councillor Price agreed to supply Councillor Winnington with a map of the area to enable Councillor Winnington to supply the ownership details to the Parish Council.

[17/01/2022/13: THE ADOPTION OF THE UPDATED CODE OF CONDUCT](#)

The Council agreed to adopt the updated code of conduct. Proposed by Cllr Turnbull, seconded by Cllr Busby, agreed by all.

[17/01/2022/14: ALTERATION TO THE DATES OF THE WHEELIE BIN COLLECTIONS](#)

A discussion took place regarding the alteration of dates for wheelie bin collections in the Christmas period. Some residents without access to the internet had commented that they were unaware of the changes as letters were no longer sent to residents.

Action – Clerk to write to the Borough Council to inform them of the difficulties experienced by some residents.

#### [17/01/2022/15: STAFFING MATTERS](#)

It was reported to the meeting that the Clerk has resigned due to other work commitments.

The Council regretted that the Clerk had submitted her resignation but fully appreciated her reasons for doing so and thanked her for settling in so well and doing a very good job. The Clerk expressed her thanks to all the Councillors for their help and support, and especially the Chairman who has provided invaluable assistance.

A discussion took place regarding the recruitment of a replacement Clerk.

#### [17/01/2022/16: REQUEST FOR A GRANT TO SUPPORT THE ECCLESHALL COMMUNITY FIRST AIDERS](#)

It was proposed that a grant of £250 was made to Eccleshall Community First Aiders who provide an invaluable service to local residents. Proposed by Cllr Busby, seconded by Cllr Turnbull, agreed by all.

Action – Clerk to arrange for payment of £250 to Eccleshall Community First Aiders, to be added to the accounts for payment at the next meeting.

#### [17/01/2022/17: NEXT MEETING](#)

The next meeting date is 21 March 2022 at Derrington Village Hall.

Items for inclusion on the agenda for the next meeting:

Traffic calming measures on the Eccleshall Road at Great Bridgeford.

#### [17/01/2022/18: MEETING CLOSE](#)

The Chairman thanked members for their attendance and declared the meeting closed at 9.55 pm.