



SEIGHFORD PARISH COUNCIL

DRAFT MINUTES OF THE COUNCIL MEETING HELD ON 21st MARCH 2022 AT 7.30PM

Present: Cllr David Price (Chair)
Cllr Carole Allen
Cllr John Busby (Vice Chair)
Cllr Mark Hayward
Cllr Mark Hodgkins
Cllr Mark Turnbull
Cllr Richard Wilkes
Diane Key (Acting Clerk)
Three members of the public

22.03.01: TO RECEIVE APOLOGIES AND ACCEPT AND RECORD ANY REASONS FOR ABSENCES

Apologies due to illness were received from Cllrs Neil Brown, County Cllr Jeremy Pert, County and Borough Cllr Mark Winnington and Borough Cllr Ray Sutherland.

22.03.02: DECLARATION OF INTERESTS

Cllr Mark Hodgkins declared interests in agenda items 9b) and 12. There were no receipts of any written requests for dispensation.

22.03.03: PUBLIC OPEN FORUM

This was not required on this occasion.

22.03.04: UPDATES FROM BOROUGH /COUNTY COUNCILLORS

There were no Borough or County Councillors in attendance.

22.03.05: MEETINGS OF THE PARISH COUNCIL HELD ON 17th JANUARY 2022 AND 7th FEBRUARY 2022

The minutes from the meetings held on the 17th January 2022 and 7th February 2022 were proposed by Vice Chairman Cllr John Busby to be a true record. This proposal was seconded by Cllr Carole Allen. All were in favour.

Matters arising from these were included as agenda items but the following matters were discussed.

Poor road lighting on roads in the Derrington area had not been progressed. Potholes in the Castle View area were to be reported to Highways by the Chairman. The Chairman had not yet received a response back from County Cllr Mark Winnington in relation to gritting supplies.

Removing the graffiti tag from the railway bridge at Great Bridgeford was discussed and was in hand. Cllr Mark Turnbull reported that that there had not been any further progress with obtaining the speed limit stickers but would chase this up. The Community Speed Watch Scheme was discussed.

The Chairman expressed concerns over the poor road surface of Whitgreave Lane although some works to improve this had been recently carried out.

The Chairman acknowledged a thank you letter that he had received following a donation made to Eccleshall First Aiders.

22.03.06: PLANNING MATTERS

The following planning applications had been received and considered since the last meeting.

- a) 21/34718/HOU Mill Cottage, Eccleshall Road, Great Bridgeford.
- b) 21/35303/HOU Ben Rhydding, Long Lane, Derrington.
- c) 21/35283/HOU Cooksland Hall, Clanford Road, Seighford

There no objections made to any of these applications and this agenda item was then proposed for approval by Cllr Mark Hayward, seconded by Vice Chair Cllr John Busby. All were in favour.

22.03.07: PARISH COUNCILLORS REPORTS

Derrington Ward

Cllr Carole Allen reported on Derrington Ward and expressed concerns over the poor road lighting and insufficient signage on the junction leading to Derrington from the A518. It was agreed that either more lighting was required or a larger, preferably illuminated sign installed. The Chairman was to contact Cllr Mark Winnington to discuss this in more detail

Concerns still existed over cyclists using the Greenway who were cycling too fast and not giving sufficient warning to pedestrians on their approach. There had been no response from Cllr Mark Winnington who had been contacted about this but the Chairman agreed to chase this up.

Cllr John Busby and three other Cllrs were to meet to conduct a vehicle count in Church Lane following concerns over parking. It was agreed that any questioning of motorists parking their vehicles needed to be of the right tone and would need to be agreed prior to the count.

Seighford Ward

Cllr Mark Hodgkins reported that parking on the pavement opposite The Cumbers was of some a concern as pedestrians were having to walk on the road to get round vehicles parked in this manner. It was agreed that the Chairman would write a suitable letter to the vehicle owners.

Great Bridgeford Ward

Cllr Mark Turnbull stated that any matters or areas of concern in relation to Great Bridgeford were featured on the agenda.

22.03.08: CHAIRMAN'S REPORT

The Chairman reported that the recently appointed Parish Council Clerk, Mrs Sheryl Al-Omran had now resigned. The Chairman commented that although there had been increase in Council Tax bills of 3% for 2022/23, the Parish Council's precept was reduced by 0.4% compared with last year.

22.03.09: FINANCE

a) The Chairman updated members on expenditure against budget for 2021/22, having circulated prior to the meeting the monthly budget, bank reconciliation, summary of quotations received and a schedule of payments.

The payments due were as follows.

Morrall Play Services Ltd - Quarterly inspection of three play areas – December 2021	£143.96 (inc.VAT)
SPCA Training Course – New Clerk Induction 1-1	£40.00
Mark Hodgkins - Mowing for two seasons (Cllr Mark Hodgkins was asked to leave the meeting at this point)	£1,260.00
Derrington Village Hall - Venue Hire 21 st March 2022	£15.00
Stafford Borough Council - Grass Cutting at Derrington & Great Bridgeford Playing Fields for 2021	£1,166.78 (Inc. VAT)
Outgoing Clerk Salary & Home Working Allowance – Payroll – February 2022 (£11.05 per hour x 10 hours & Home Working Allowance £8.66)	£119.16
Staffordshire Parish Councils Association – Annual Subscription	£366.67
Total payments	£3,111.57

The Chairman asked if there were any queries from members regarding the accounts and payments due. None were received. The bank reconciliation prepared by former Clerk Jo Palmer, was duly signed by the Chairman. These payments were proposed for approval by Vice Chair Cllr John Busby, seconded by Cllr Carole Allen. All were in favour. Cllr Mark Hodgkins rejoined the meeting.

22.03.10: PROPOSED BUS SHELTER IN NEWPORT ROAD, GREAT BRIDGEFORD FOR SCHOOL CHILDREN

The Chairman and Mr Peter Longstaff had met to discuss a possible location for the proposed new bus shelter. It was generally agreed that a favourable location for the 2.5m x 1.5m shelter would be adjacent to the bus stop. A lengthy discussion ensued regarding matters such as insurance, the logistics of installing the shelter and planning matters as planning consent would need to be obtained. It was concluded that the Chairman would look at preparing a planning application and submission. Mr Longstaff was to look at preparing a base for the shelter. It was generally agreed that the shelter, being located on Great Bridgeford Hall land, would fall under the Village Hall's ownership but that the Parish Council would make a donation towards the project with the Village Hall also assisting with costs.

These actions were proposed by Cllr Mark Turnbull, seconded by Cllr Richard Wilkes. All were in favour.

22.03.11: HIGHWAYS, FOOTPATH & PLAYING FIELDS MATTERS

11 a) Maintenance of Playing Fields.

Derrington

Vice Chair Cllr John Busby and Cllr Richard Wilkes reported on a quotation from Sutcliffe Play for the replacement parts for the multiplay equipment which had come in at £542.30. They both felt this was very expensive but as the parts could not be sourced elsewhere then there was no other option but to obtain the necessary replacement parts from Sutcliffe Play. This action was proposed by Cllr John Busby, seconded by Cllr Richard Wilkes. All were in favour.

A new goal net was required and Cllr Mark Hayward had sent measurements to the previous clerk to look into acquiring a new one. As she had now left, Cllr Hayward was to re-send these measurements to the Chairman.

Cllr Richard Wilkes commented on the accumulating moss on some of the equipment which had now been mostly cleared and that the wooden bench would need a new plank replacing as the existing plank was showing signs of rotting.

In regards to Seighford, a replacement fence was being planned to fence off the farmland from the football field. The Chairman and Cllr Mark Hodgkins were looking into this matter.

At Great Bridgeford, the safety tiles required some attention; litter was a problem and dog walkers were depositing poo bags in the wrong bin.

11 b) Recent Flooding in Worston Lane

Flooding concerns on the bend adjacent to the entrance to Worston Mill had been reported Highways in conjunction with Councillor Cllr Jeremy Pert.

11c) Repairs to Bus Shelter in Eccleshall Road Great Bridgeford

The roof of the bus shelter was requiring some repairs and as a result the Chairman had been in touch with Mr Geoff Wheat to see if he could quote for carrying out these repairs. Mr Wheat had inspected the bus shelter but was not sure how much work would be needed until he had started to uncover the job and whether the purlin was damaged. Mr Wheat's estimate was £175.00 and it was agreed that he should continue with the work as the repair was much needed and that the bus shelter which had originally been quite expensive to purchase should be kept in good order. This was proposed by Cllr Mark Turnbull, seconded by Vice Chair Cllr John Busby. All were in favour.

22.03.12: TO APPROVE GRASS & HEDGE CUTTING SERVICES IN SEIGHFORD, DERRINGTON & GREAT BRIDGEFORD FOR 2022/2023

Due to a declaration of interest in this matter, Cllr Mark Hodgkins temporarily left the meeting. A quotation for grass cutting in the usual areas from Stafford Borough Council had been received amounting to £1,020.94 excluding VAT which was a 5% increase on the previous year. The Chairman felt frustrated that no other quotations had been obtained but in the light of this it was proposed by Vice Chair Cllr John Busby to go with the Borough Council's quotation. This was seconded by Cllr Mark Hayward. All were in favour.

A quotation for grass cutting in Seighford from Mark Hodgkins had been received for £630 which was at the same level as the previous two years. This was proposed for approval by Vice Chair Cllr John Busby, seconded by Cllr Carole Allen. All were in favour.

Cllr Richard Wilkes mentioned that some of the trees at Derrington Playing Field required pruning back but would have a look to see whether this work could be carried out safely by members. In other areas there were no quotations received for hedge cutting works but the Chairman had spoken with Mr Dan Ingham who was to carry out some hedge cutting where required at Great Bridgeford and Derrington. Vice Chair Cllr John Busby suggested creating a schedule of works for both hedge and grass cutting going forwards.

Cllr Mark Hodgkins rejoined the meeting.

22.03.13: "20's PLENTY FOR STAFFORDSHIRE"

Following the attendance of a Zoom meeting hosted by the 20's Plenty for Staffordshire campaign group a fortnight ago by the Chairman and Cllr Mark Turnbull a proposal was made by Cllr Mark Turnbull to approve the following resolution *"that council would like to inform Staffordshire County Council that it supports an approach of default 20mph speed limits in existing 30mph areas where people live, work, shop, play or learn subject to appropriate exceptions and where this has community support."*

Cllr Mark Turnbull further commented that there were excess speeding issues in all three villages and that sixteen other councils had already signed up to the campaign. Following a lengthy discussion between members who had quite varied takes on the problems of speeding, it was concluded that it would be worthwhile approving the resolution. This was seconded by Vice Chair Cllr John Busby. All were in favour.

22.03.14: THE QUEEN'S PLATINUM JUBILEE CELEBRATIONS

The Chairman commented that it might prove difficult to cater for three individual villages in planning celebrations but was open to suggestions. One of the suggestions was to consider joining up and supporting other planned events but it was unclear as to what events were being planned where and when. It was therefore agreed to find out more about what was actually being planned to consider actions going forward.

22.03.15: PROPOSED INSTALLATION OF A THIRD SPEED DEVICE IN GREAT BRIDGEFORD

It was discussed whether a third speed device should be obtained for the Eccleshall end of the Great Bridgeford Road. It was likely that the cost could be in the region of £2,090.00 (from Elan City) plus around £200 for a post etc. It was generally agreed that these speed devices were working in practice and did deter speeding motorists. The location for a third device was also considered potentially opposite the Blacksmith's Cottage. Obtaining a third speed device was therefore proposed by Cllr Mark Turnbull, seconded by Cllr Mark Hayward. All were in favour.

22.03.16: PLANTING OF AN OAK TREE ON SEIGHFORD VILLAGE GREEN TO COMMEMORATE THE QUEEN'S PLATINUM JUBILEE

The Chairman, Cllr Neil Brown, Cllr Mark Hodgkins had met with James Pyrah, the land agent for Seighford Settled Estate to agree the positioning of the new oak tree. The tree had now been planted and thanks were expressed to Cllrs Neil Brown and Mark Hodgkins for carrying out this work. It was further proposed that Mr James Eld, landlord of the Seighford Settled Estate should be contacted to firstly formalise the approval for the tree planting and to secondly thank him which the Chairman offered to do by letter. It was agreed that a plaque should also be obtained to commemorate the tree planting for the Queen's Platinum Jubilee by Seighford Settled Estate.

22.03.17: CIVIC AMENITY VISITS IN APRIL & OCTOBER 2022

The dates for the forthcoming civic amenity visits were now agreed and would take place in Derrington on 2nd April between 9.00 – 10.00; Seighford 9th April 9.00 – 10.00 and Great Bridgeford 16th April 9.00 – 10.00. A risk assessment of these sites had been carried out. Thanks were expressed to Cllr Mark Hayward for promoting these visits through social media.

22.03.18: THE ANNUAL PARISH MEETING

The Chairman was to produce flyers to advertise the annual parish meeting to be held on April 25th at Great Bridgeford Village Hall. The meeting was to be advertised on social media as well.

22.03.19: NEXT MEETING

It was agreed that obtaining a plaque for the new tree planted on Seighford Village Green should be added to the agenda for the meeting to be held on the 16th May 2022.

22.03.20: STAFFING MATTERS

The Chairman requested at this point that any members of the public leave the meeting as the staffing matters to be discussed were of a personal nature.

20 a) Claim for back pay. A claim for back pay from Mrs Joe Palmer was considered following the recent agreement of the 2020-2021 National Salary Award reached on the Joint Council determined SCP rates of pay applicable from 1st April 2021. This would amount to a figure of £49.50 which following discussion was proposed for payment by Vice Chair Cllr John Busby, seconded by Cllr Mark Turnbull. Most were in favour so the motion was carried.

20 b) Recruitment of a new Clerk and Responsible Finance Officer was discussed and it was agreed that social media would be used to advertise the vacancy as well contacting the SPCA and other suitable advertising locations.

22.03.21: CLOSE

The meeting closed at 9.50pm following the Chairman's thanks for those in attendance.

Clerk _____ Date _____

Chairman _____ Date _____

