



# SEIGHFORD PARISH COUNCIL

*Minutes of the meeting of  
Seighford Parish Council held  
at Seighford Village Hall on  
Monday 20<sup>th</sup> March 2023  
Starting at 7.30pm*

Kelly Day & RFO: Tel: 07931 167 081 E-mail: [seighfordparish@yahoo.co.uk](mailto:seighfordparish@yahoo.co.uk)

## Present

Councillor D Price (Chairman)  
Councillor J Busby (Vice Chairman)  
Councillor M Hodgkins  
Councillor M Hayward  
Councillor R Wilkes  
Councillor N Brown  
Councillor M Turnbull  
Councillor C Allen

## Members of the Public – 2

Kelly Day – Clerk

1	<p>20/03/23/1</p> <p><b>To receive apologies and accept and record any reasons for absence:</b></p> <p>Borough Councillor R Sutherland The Chairman reported that Councillor Sutherland is not seeking re-election on 4<sup>th</sup> May after serving as a Borough Councillor for twenty years and, on behalf of the Parish Council, asked that grateful thanks be recorded for his service to the Parish Council and to wish him a happy retirement away from local government. County Councillor J Pert County Councillor M Winnington</p>
2	<p>20/03/23/2</p> <p><b>Declaration of interests:</b></p> <p>a) Nil</p>
3	<p>20/03/23/3</p> <p><b>Public Open Forum:</b></p> <p>Despite County Cllr Mark Winnington not being here Mr Robert Eld wished to bring to the attention of councillors the persistent noise on the Seighfeld Airfield site since last August and would like to know why the Borough Council is not doing anything and why they have not heard anything back? Mr Eld said the noise was over the limit and asked for the Parish Council to make further enquiries into this. The chairman asked The Clerk write to the Borough Council again to ask about the noise and what is being done about it</p> <p><b><u>Action</u></b> The Clerk to send letter to SBC re airfield noise</p>

	<p>Mr Eld also wanted to know what is going on at the entrance to the Drive Me site as there is lots of earth being moved about. Can the Parish Council make enquiries as to what this is and find out if planning permission is needed.</p> <p><b><u>Action</u></b> Clerk to also enquire about this in the same email to Driveme</p> <p>Mr Eld wondered what was going on with the road closures outside Seighford Hall on Clanford Road as cars still using the road? Is the road actually closed?</p>
4	<p><b>Updates from Borough/ County Councillors:</b></p> <p>Nothing to report</p>
5	<p>20/03/23/5</p> <p><b>Meeting of the Parish Council held on 16 January 2023:</b></p> <p>a) The minutes of the meeting were approved as a correct record and were signed. Proposed by Cllr Brown. Seconded Cllr Busby. Unanimous b) Matters arising not covered elsewhere on the agenda.</p> <p>Re cutting ivy off telephone kiosk. Cllr Busby will remove ivy. Painting is a bigger job and required prep work first. Councillors discussed getting someone external to paint it.</p> <p><b><u>Action</u></b> Cllr Hayward proposed getting a quotation for painting the kiosk and will look into this</p> <p>Cllr Wilkes reported that they had still not heard from Cllr Winnington regarding putting a chicane on the Greenway. There are two other chicanes in other places. The shared use of the pathway is dangerous. Cllr Wilkes said he is not satisfied with the lack of Cllr Winnington's response and doesn't feel that the issue has been taken seriously.</p> <p><b><u>Action</u></b> Clerk to chase Cllr Winnington for a response on these matters.</p>
6	<p>20/03/23/6</p> <p><b>Planning matters:</b></p> <p>None to report</p>
7	<p>20/03/23/7</p> <p><b>Parish Councillors Report:</b></p> <p><b><u>Derrington</u></b> Cllr Allen confirmed the pot holes have been filled in on the car park at Castle View Flats. Cllr Allen recently attended the Derrington Village Hall Meeting and reported that the village are interested in celebrating the King's Coronation in the village.</p> <p>Cllr Allen suggested moving the plaque by the cherry tree to the other side so it doesn't get damaged by cars.</p> <p>Cllr Wilkes spoke to the Church Warden re dog fouling on the Church. The Warden said there isn't a problem with people using the cut through but there is a problem with dogs off the lead, fouling and running over the graves. They are going to put signs up but asked if the council could provide any funding for</p>

the signs. The Chairman thought there could be a problem with this request because historically parish councils are precluded from funding churches. The Church Warden said we can use the water to clean the park and to just let them know when we need it.

Cllr Busby reported that he had met Roy Wood of the Derrington Millennium Trust and alterations had been made to the main access to the Millennium Green to provide two more parking spaces and parking is a lot better now.

#### Great Bridgeford

Cllr Turnbull reported that litter was a problem and seems to be getting worse. At a recent litter pick 26 bags were filled when normally there would be 12 bags.

The Community Speed Watch team are starting in April but are still waiting for the signs to go up.

Cllr Hodgkins had repaired the wire fence to the playing field in one place but some of the trees need trimming. The Chairman asked if Cllr Hodgkins could trim the trees as well to which he agreed.

#### Action

Cllr Hodgkins to trim trees at Great Bridgeford Playing Field

#### Seighford

Cllr Hodgkins reported that Smithy Lane has a drain full of silt and needs sucking out. It is thought the drain is the responsibility of Housing Plus.

#### Action

Clerk to write to Housing Plus to make them aware and ask them to unblock it

8	<p>20/03/23/8</p> <p><b>Chairman's report:</b></p> <p>There is a recurring flooding problem in the northern section of Dale Lane, Haughton below the railway bridge which is on the border with Seighford Parish and which Councillor Ian Sunley, Chairman of Haughton Parish Council had visited and he suggested that Seighford be involved. The Chairman met local resident Mr Peter Godwin there on 22<sup>nd</sup> February. The floods had abated by the time of the visit but Mr Godwin was able to give a detailed explanation of the problems. The piped drainage system is blocked and the adjoining ditches need cleaning out. There is run off from polytunnels on the adjoining land which adds to the problems. A meeting took place with County Councillor Mark Winnington on 7<sup>th</sup> March and the outcome of the meeting was that he agreed to ask Diane Firkins of County Highways to meet him on site to agree remedial works.</p>
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- 9 20/03/23/9  
**Finance – Clerk**
- a) Bank reconciliation approved. Proposed by Cllr Turnbull. Seconded by Cllr Brown. Unanimous
- a) The Clerk presented an update on expenditure against the budget for 2022/23.
- b) The accounts were approved for payment following a proposal by Cllr Busby. Seconded by Cllr Wilkes. Unanimous

Item number	Amount	VAT	TOTAL	Payee	Reason for payment
1711	£ 131.95	£ -	£ 131.95	Staffordshire County Council	Website hosting fee and domain (silver package)
1712	£ 462.00	£ 92.40	£ 554.40	Rob Keyzor Tree Surgeons	Arboricultural Report - Newport Road, Gt Bridgeford
1713	£ 370.00	£ 74.00	£ 444.00	Stafford Borough Council	2023 Civic Amenity Sites
1714	£ 120.00	£ -	£ 120.00	SLCC	Full membership for Kelly Day - Clerk
1715	£ 594.84	£ -	£ 594.84	Kelly Day	Clerk salary for Jan and Feb
1716	£ 30.00	£ 6.00	£ 36.00	SPCA	Election training
1717	£ 70.00	£ -	£ 70.00	Seighford Village Hall	Use of village hall
1718	£ 150.00	£ 30.00	£ 180.00	Rickerscote Livestock	Hedge Cutting season 22/23
1719	£ 1,020.94	£ 204.19	£ 1,225.13	Stafford Borough Council	Grass cutting 2022 season
1720	£ 244.00	£ 48.80	£ 292.80	JRB Enterprise Ltd	Dog dispenser refill bags
1721	£ 40.00	£ 8.00	£ 48.00	SPCA	New Clerk training course 1-1
1722	£ 375.80	£ -	£ 375.80	SPCA	Annual Subscription to SPCA and NALC
1723	£ 58.00	£ -	£ 58.00	Stafford Borough Council	Application fee - land at Newport Road, Gt Bridgeford
<b>TOTAL</b>	<b>£ 3,667.53</b>	<b>£ 463.39</b>	<b>£ 4,130.92</b>		

- 10 20/03/23/11  
**To discuss a 2-year fixed contract for 23/24 and 24/25 for grass cutting services by Streetscene at a cost of £1,225.13 plus VAT**
- This was agreed. Proposed Cllr Allen. Seconded Cllr Hayward. Unanimous.
- Action**  
 The Clerk to notify and accept the services of Streetscene

- 11 **To approve the services of Black Rose Solutions to carry out the annual audit at a cost of £35 per hour plus VAT and travel from Penkrudge at 45p per mile. This will require approx. 3.5 hours work. This is pencilled in for the 18<sup>th</sup> May.**
- Agreed. Proposed by Cllr Hayward. Seconded by Cllr Turnbull. Unanimous.

- 12 20/03/23/12  
**Play Equipment Inspection Training**
- Training available by SPCA. The Chairman asked if anyone was interested and suggested streamlining by having one person to cover inspection of playing fields. Cllr Turnbull commented that it is too much of a responsibility for one person, but they could train the other councillors on how to inspect their own fields.
- Cllr Wilkes feels that the councillors are already good at the inspections and take the responsibility seriously. Left as it is for now for Cllrs to continue their own inspections.

- 13 20/03/23/13  
**Seighford Village Green Section 106 Agreement**
- In good faith, on 14<sup>th</sup> December 2012,, the Parish Council entered into an agreement under Section 106 of the Town & Country Planning Act 1990 with Mr & Mrs P Simmons and Mr R Dixon as applicants and owners of the land

	<p>opposite the Green, Millian Brook Road, Seighford and Stafford Borough Council as the Local Planning Authority, whereby the applicants in carrying out the construction of two new houses agreed to transfer the remaining undeveloped land to the Parish Council to be used as an extension to the Village Green.</p> <p>The agreement provides, inter alia, for amenity works to be carried out to the land before the date of the first occupation of any dwelling and for the transfer of the land to the Parish Council to take place before the occupation of the second house which was on 1<sup>st</sup> October 2017. However, the landscaping works carried out are not in accordance with the agreement and the land has not been transferred. In addition, the northern boundary was set out by the Borough Council's Enforcement Officer so as to give the two adjoining two owners 45m<sup>2</sup> of land to which they had no legal title. When this happened, the adjoining house owners must have thought that Christmas had come early. In 2019 the Parish Council made an informal complaint to the Borough Council but the matter is still unresolved.</p> <p>The Chairman proposed that the Parish Council write to the Leader of the Borough Council, Councillor P Farrington drawing his attention to the fact that local residents are extremely concerned that the matter is still outstanding after a very considerable length of time caused by the Local Planning Authority's failure to implement the terms of the agreement. The Chairman asked for ideas on the way forward. Cllr Busby suggested taking legal action but said this could be costly and the meeting agreed to the Chairman's proposal to write to the Leader of the Borough Council copied to the Head of Planning and Councillors R Sutherland and M Winnington.</p> <p><b><u>Action</u></b> The Clerk to write to Councillor P Farrington, Leader of Stafford Borough Council</p>
14	<p>20/03/23/14</p> <p><b>To discuss the arrangements of the Annual Parish Meeting on the 17<sup>th</sup> April 2023 and to discuss and approve printing and distribution of the agenda</b></p> <p>The Parish council used to have 900 notices printed at Norton Bridge Church but this service is no longer available. Historically a leaflet drop has meant a better turn-out by the community so it was agreed to do a door drop again this year.</p> <p>Councillors agreed to do a leaflet drop and approved to print 900 copies at a cost of up to £75. Proposed by Cllr Allen. Seconded by Cllr Hayward.</p> <p><b><u>Action</u></b> Cllr Hayward offered to look at online printers with support from The Clerk.</p>
15	<p>20/03/23/15</p> <p><b>Local Elections 4<sup>th</sup> May</b></p> <p>The Chairman and Clerk went through the nomination and election procedure. The Clerk gave each of the councillors a nomination form.</p>

16	<p>20/03/23/16</p> <p><b>Online Banking Policy</b></p> <p>Following agreement at the last meeting, the Chairman met the signatories with the exception of Cllr Hodgkins who was unavailable on 19<sup>th</sup> January to discuss and draft an online banking policy. A draft policy was duly circulated to members for their comments. The policy was agreed and adopted for implementation as soon as possible. There are four signatories. The Chairman suggested standing down and proposed Cllr Wilkes to replace him which Cllr Wilkes agreed. Adoption of the online banking policy and replacement of one signatory was proposed by Cllr Busby and seconded by Cllr Allen. Unanimous.</p> <p><b>Action</b> The Clerk to remove the Chairman from the list of signatories to be replaced by Cllr Wilkes and set up the online banking policy.</p>
17	<p>20/03/23/17</p> <p><b>Proposed Bus Shelter on Newport Road, Great Bridgeford</b></p> <p>Planning permission was granted for the bus shelter on 8<sup>th</sup> February 2023 subject to an Arboricultural Method Statement being submitted to and approved by the Local Planning Authority. Roy Keyzor, Arboricultural Consultants were instructed to carry out this and on 26<sup>th</sup> February a copy of their report was sent to Stafford Borough Council requesting pre-commencement approval to discharge this condition. On 15<sup>th</sup> March Stafford Borough Council emailed to say that the application had been registered and requesting payment of £58.00 being the application fee. Payment of the fee of £58.00 was approved – proposed by Cllr Turnbull and seconded by Cllr Wilkes. Unanimous.</p>
18	<p>20/03/23/18</p> <p><b>Update on the speed indicator devices in Great Bridgeford</b></p> <p>The third solar powered speed indicator device was installed adjoining Wayside, Eccleshall Road, Great Bridgeford on 5<sup>th</sup> February with the help of Cllr Hodgkins and his brother David Hodgkins. The Chairman asked if grateful thanks to Cllr Hodgkins and his brother could be recorded for their tremendous assistance on this scheme particularly to Cllr Hodgkins for getting the welding done to the mounting pole. The Parish Council now have three solar powered devices in Great Bridgeford.</p>
19	<p>20/03/23/19</p> <p><b>King Charles's Coronation</b></p> <p>Grant of £300 available for first 20 parish councils that apply. Derrington has a three-day event planned in the village that could benefit from the funding.</p> <p><b>Action</b> Derrington to send their plans over and Clerk to apply. If successful, money to be restricted to Derrington event only.</p>
20	<p>20/03/23/20</p> <p><b>SPC news in the two Church Parish magazines</b></p> <p>Although it was agreed nearly twelve months ago that the Parish Council contribute to the two Church magazines, this has not been put into effect. One problem is that the copy date for both magazines is the 15<sup>th</sup> of the month,</p>

	whereas the Parish Council meets bi-monthly on the third Monday in the month so, at best, the Parish Council news is at least six weeks old before it is published. However, Councillors agreed that it would be good to contribute regularly to the publications. Cllr Wilkes suggested putting content ideas on the agenda for each meeting to agree what to contribute to the publications.
21	<b>Next meeting:</b> to agree items for the next meeting of Seighford Parish Council to be held on 22 <sup>nd</sup> May 2023 at Great Bridgeford Village Hall at 7.30pm.
22	The Chairman thanked members for their attendance and closed the meeting at 21.31pm

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