



SEIGHFORD PARISH COUNCIL

*Minutes of the Extraordinary Meeting of
Seighford Parish Council held
at Seighford Village Hall on
Monday 19 June 2023
Starting at 7.30pm*

Kelly Day & RFO: Tel: 07931 167 081 E-mail: seighfordparish@yahoo.co.uk

Present

Councillor J Busby (Chairman)
Councillor M Hayward (Vice Chairman)
Councillor D Price
Councillor M Hodgkins
Councillor R Wilkes
Councillor M Turnbull
Councillor C Allen
Councillor Neil Brown
SCC Councillor Jeremy Pert

Members of the Public – 5

Kelly Day – Clerk

1	19/06/23/1 To receive apologies and accept and record any reasons for absence: SBC Councillor Emma Carter SBC Councillor Jack Rose SCC Councillor Mark Winnington
2	19/06/23/2 Declaration of interests: Cllr Turnbull declared an interest in item 5.
3	19/06/23/3 Public Open Forum: Robert Eld commented on a number of issues that has been raised in previous meetings and asked if things were being followed up by the Parish Council, including: <ul style="list-style-type: none">• Drain on smithy lane blocked and suspect the main gullies are blocked due to the roads flooding heavily• Bridge at the ford which has now been visited by the council The Chairman and Clerk reassured Mr Eld that all matters agreed for action at the meetings are followed up by the council and sent the relevant office.
4	19/06/23/4 Planning Matters: 23/37541/FUL Cllr Price explained that the Local Planning Authority had referred this to the parish council in error. The application is in respect of the removal of a condition and parish councils can only consider applications where material considerations apply.

5 **19/06/23/5**
To discuss the next stages for the proposed bus shelter in Newport Road, Great Bridgeford:

Cllr Turnbull disclosed an interest and left the room.

Councillors Busby and Price met Phil Causer(Chair of the Great Bridgeford Village Hall Committee) and Peter Longstaff on site on 16th June now that consent has been granted by the Local Planning Authority for the project to proceed. The Arboricultural Method Statement sets out details of the trees to be removed and the root protection works to be installed and states that work cannot be carried out during the birds nesting and roosting season of March to September. Quotes will need to be obtained for the work.

Bus shelter will be ordered in advance and it will be installed ready for the return to school in September. Price is £1,300 inc VAT, which is being funded by the Parish Council and it was agreed to pay for the shelter in full straight away. Supplier will store it until it is ready to be installed. Proposed by Cllr Price. Seconded by Cllr Brown. Unanimous

SCC Cllr Pert commented that if power lines are found in tree it is worth contacting Western Power as they will pay for their removal in that case. Cllr Pert will send the details to the Clerk.

6 **19/06/23/6**
Parish finances:

- (a) To receive and note the internal audit report
- (b) To agree the Annual Governance Statement (Section 1 of the Annual Return) Proposed Cllr Price. Seconded Cllr Brown
- (c) To agree the Annual Accounting Statements (Section 2 of the Annual Return) Proposed Cllr Price. Seconded Cllr Brown
- (d) To note the date of announcement and the commencement/end dates for the public inspection period. 28th June agreed.
- (e) To approve accounts for payment. Proposed Cllr Price Seconded Cllr Brown

19 June 2023

Chq number	Amount	VAT	TOTAL	Payee	Reason for payment
1729	£ 500.00	£ -	£ 500.00	St Matthew's Church	Grant for 2023
1730	£ 500.00	£ -	£ 500.00	St Chad's Church	Grant for 2023
1731	£ 1,035.36	£ -	£ 1,035.36	BHIB Insurance	Parish council insurance from 1st June 2023-31st May 2024
1732	£ 140.25	£ 28.05	£ 168.30	Black Rose Solutions	Audit for 22/23
1733	£ 431.27	£ -	£ 431.27	Kelly Day	Salary for May 2023
TOTAL	£ 2,606.88	£ 28.05	£ 2,634.93		

7 **19/06/23/7**
To review and adopt council policies as below:

- a) Standing Orders. Approved. Proposed Cllr Brown. Seconded Cllr Hayward
- b) Financial Regulations. Approved. Proposed Cllr Price. Seconded Cllr Hayward.
- c) Risk Assessment. Approved. Proposed Cllr Price. Seconded Cllr Turnbull.
- d) Assets. Approved. Proposed Cllr Brown Seconded Cllr Turnbull.

All unanimous

8	19/06/23/8 Staff matters:
9	19/06/23/9 To appoint Representatives for External Organisations: <ul style="list-style-type: none"> • Derrington Village Hall Committee Cllr Allen to continue. Clerk to get list of dates. Proposed by Cllr Price. Seconded by Cllr Turnbull. • Derrington Millennium Green Trust. Cllr Busby to continue Proposed by Cllr Price proposed. Seconded by Cllr Allen. • Cooper Perry Primary School Board of Governors Cllr Hayward to continue Proposed by Cllr Price. Seconded by Cllr Turnbull. • Great Bridgeford Village Hall Committee. Cllr Turnbull to continue Proposed by Cllr Hayward proposed. Seconded by Cllr Price. • Seighford Village Hall Committee Cllr Brown proposed by Cllr Price. Seconded by Cllr Allen. <p>All unanimous for all representatives.</p>
10	Next meeting: to agree items for the next meeting of Seighford Parish Council to be held on 17 th July 2023 at Seighford Village Hall at 7.30pm.
11	Meeting Close. The Chairman thanked members for their attendance and closed the Extraordinary Meeting at 8.16pm.