



SEIGHFORD PARISH COUNCIL

*Minutes of the meeting of
Seighford Parish Council held
at Great Bridgeford Village Hall on
Monday 22 May 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

Members of the Public – 3

Kelly Day – Clerk

1	<p>22/05/23/1</p> <p>To elect a Chairman and receive a signed Declaration of Acceptance of Office:</p> <p>Cllr Price announced he was not re-standing as Chairman for the council and thanked everyone for their support over the past years.</p> <p>Cllr Price proposed Cllr Busby as the new Chairman which Cllr Busby accepted. Seconded by Cllr Wilkes. Unanimous.</p>
2	<p>22/05/23/2</p> <p>To elect a Vice-Chairman and receive a signed Declaration of Acceptance of Office:</p> <p>Cllr Price proposed Cllr Hayward as Vice Chairman. Seconded by Cllr Wilkes. Unanimous.</p>
3	<p>22/05/23/3</p> <p>To receive apologies and accept and record any reasons for absence:</p> <p>SBC Councillor Emma Carter – date has been sent for the next meeting SBC Councillor Jack Rose – date has been sent for the next meeting SCC Councillor Jeremy Pert SCC Councillor Mark Winnington Seighford Parish Councillor Neil Brown</p>
4	<p>22/05/23/4</p> <p>Declaration of interests:</p> <p>a) Cllr Price declared a personal interest in item 19 as a Member of the Parochial Church Council of St Chad's Church, Seighford.</p>
5	<p>22/05/23/5</p> <p>Public Open Forum:</p>

	<p>Cllr Hayward received an email from Ms Karen Davies which was read out. Ms Davies asked whether the Parish Council had heard anything in response to the black smoke and reservoir on Cllr Busby's farm. Cllr Price stated that Ms Davies's concerns had been submitted to the relevant agencies on 25th April 2023 but no response had been received, so far. Cllr Busby said he has all correct documents to show it was permitted development. He said there is white smoke which is permitted but no black smoke coming from afar. Action: Clerk to write to Ms Davies.</p> <p>Ms Davies also asked for an update on the traffic sign in Blackhole Lane. Cllr Price explained that Amey had acknowledged the report on 17th February 2023 but no further advice had been received from Amey.</p>
6	<p>22/05/23/6 Updates from Borough/ County Councillors:</p> <p>Nothing to report</p>
6b	<p>22/05/23/6b Meeting of the Parish Council held on 20 March 2023:</p> <p>a) The minutes of the meeting were approved as a correct record and were signed. Proposed by Cllr Price. Seconded by Cllr Wilkes. Unanimous b) Matters arising not covered elsewhere on the agenda.</p> <p>Item 3: no reply to email regarding noise on the airfield Item 16: Online Banking Policy. The Clerk was asked to remove Cllr Price as a signatory and replace with Cllr Wilkes. Cllr Wilkes has since withdrawn so Cllr Price agreed to stay as signatory.</p> <p>The Clerk to list ongoing issues with Ward Borough Councillors for the next meeting.</p>
7	<p>22/05/23/7 Co-option:</p> <p>Cllr Brown has indicated he is happy to co-opt onto the Parish Council. Proposed by Cllr Price. Seconded by Cllr Allen. Unanimous</p>
8	<p>20/03/23/8 Planning matters:</p> <p>None to report</p>
9	<p>20/03/23/ To review and adopt council policies as below:</p> <p>a) Standing Orders b) Financial Regulations c) Risk Assessment d) Assets</p> <p>Cllr Price highlighted that some of these policies need updating, so it was agreed for these to be put on the agenda for the next meeting.</p>
10	<p>20/03/23/10 Action points from The Annual Parish Meeting on 17th April 2023</p> <p>1) The Clerk still to action this</p>

2) Work has been done on the roads near the chicken farm and the majority of the pot holes have been filled in.

Cllr Price stated he had inspected Footpath 20 this afternoon and was concerned about the state of the footpath. It was resolved to write to the Footpaths Officer at Staffordshire County Council drawing attention to the state of the footpath and asking if remedial work can be carried out. **Action: The Clerk to send email to Rightsofway@staffordshire.gov.uk**

11 20/03/23/11

Parish Councillors Report:

Derrington

- Cllr Hayward mentioned there seemed to be an increase in dog fouling at the entrance to Duddas Wood. Cllr Wilkes said it is because they have cordoned off the other field so more people are using that entrance. Could we put another dispenser in? Cllr Allen said a lot near the flats too. **Action: Clerk to get a quote for a new dispenser for next meeting.**
- Cllr Hayward noticed that when you're walking through the other track there is a sign saying 'No Dogs Allowed which has been moved about so needs fixing down. **Action: Clerk to report this to relevant department at County Council**
- Cllr Wilkes said we are still waiting for the new signage for the track which is being followed up by Diane Firkin. Cllr Wilkes said we had still had a vague response to the argument of having a chicane so all people can enjoy the track and the argument for the Equality Act as well as monitoring of the effectiveness of the new signage.
- There is also now motor bikes using the track which strengthens argument for a chicane. Cllr Wilkes has reported it online to Staffordshire Police who have said they will increase their patrols to monitor it.
- Lots of cars and vans on road near track which is dangerous but we have been informed there are some fixed posts coming to stop people parking there.

Great Bridgeford:

- Cllr Turnbull said, along with Cllr Hayward, they had arranged a meeting with year 5 teacher Mr Diouri to do a presentation to year 5 at Cooper Perry Primary School. He said it was very positive so they are doing a litter pick in Seighford on the 23rd May.
- Cllr Turnbull gave a Community Speed Watch update: there has been two morning sessions this year and they have had over 2,000 cars come through and 40 people speeding, including a Stan Robinson lorry. Three more volunteers to be trained to support this initiative.
- Staying well initiative about mental health was raised at Great Bridgeford Village Hall committee which was well received. They would like more info on this. **Action: Cllr Hayward to find out more information on this.**
- GB Village Hall have a few events taking place including a folk band and horticultural show on 20th August.

Seighford:

Cllr Turnbull said raised the recent promotion that had been seen regarding a Saturday market on Seighfield Airfield on the 15th July and asked who was running this and did they have permission. **Action: Clerk to write to PFK,**

	agents to the Seighford Settled Estate to ask whether to run a weekly market on Seighford Airfield is permitted under the terms of the lease with Drive- me.																																																
AI	22/05/23/AI An additional item was added to the meeting: A complaint has been received and it was agreed to forward this matter to the Monitoring Officer. Action: Clerk to forward correspondence to the Monitoring Officer																																																
12	22/05/23/12 Chairman's report: The new Chairman reported that work had been done to tidy up the phone box in Derrington but has noticed cars are parking at the bus stop. He added that he had attended two meetings to discuss organising a village fete in Derrington in July.																																																
13	22/05/23/13 Finance – Clerk a) Bank reconciliation approved. Proposed by Cllr Price. Seconded by Cllr Hayward. 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 Price. Seconded by Cllr Hayward. Unanimous. <table border="1"> <thead> <tr> <th>hq number</th> <th>Amount</th> <th>VAT</th> <th>TOTAL</th> <th>Payee</th> <th>Reason for payment</th> </tr> </thead> <tbody> <tr> <td>1724</td> <td>£ 300.00</td> <td>£ -</td> <td>£ 300.00</td> <td>Derrington Village Hall</td> <td>Transfer of Coronation Grant awarded by SBC -PAID</td> </tr> <tr> <td>1725</td> <td>£ 76.67</td> <td>£ -</td> <td>£ 76.67</td> <td>Cllr Mark Hayward</td> <td>Reimbursement of flyer printing for Meeting of the Parish Council</td> </tr> <tr> <td colspan="6">ND OF CHEQUE BOOK</td> </tr> <tr> <td>1726</td> <td>£ 21.00</td> <td>£ -</td> <td>£ 21.00</td> <td>Great Bridgford Village Hall</td> <td>Hire of Great Bridgeford VH on 22 May 2023</td> </tr> <tr> <td>1727</td> <td>£ 675.85</td> <td>£ -</td> <td>£ 675.85</td> <td>Kelly Day</td> <td>March and April salary and expenses</td> </tr> <tr> <td>1728</td> <td>£ 132.00</td> <td>£ -</td> <td>£ 132.00</td> <td>DM Payroll Services Ltd</td> <td>Administration of payroll for 23/24 financial year</td> </tr> <tr> <td>TOTAL</td> <td>£ 905.52</td> <td>£ -</td> <td>£ 905.52</td> <td></td> <td></td> </tr> </tbody> </table>	hq number	Amount	VAT	TOTAL	Payee	Reason for payment	1724	£ 300.00	£ -	£ 300.00	Derrington Village Hall	Transfer of Coronation Grant awarded by SBC -PAID	1725	£ 76.67	£ -	£ 76.67	Cllr Mark Hayward	Reimbursement of flyer printing for Meeting of the Parish Council	ND OF CHEQUE BOOK						1726	£ 21.00	£ -	£ 21.00	Great Bridgford Village Hall	Hire of Great Bridgeford VH on 22 May 2023	1727	£ 675.85	£ -	£ 675.85	Kelly Day	March and April salary and expenses	1728	£ 132.00	£ -	£ 132.00	DM Payroll Services Ltd	Administration of payroll for 23/24 financial year	TOTAL	£ 905.52	£ -	£ 905.52		
hq number	Amount	VAT	TOTAL	Payee	Reason for payment																																												
1724	£ 300.00	£ -	£ 300.00	Derrington Village Hall	Transfer of Coronation Grant awarded by SBC -PAID																																												
1725	£ 76.67	£ -	£ 76.67	Cllr Mark Hayward	Reimbursement of flyer printing for Meeting of the Parish Council																																												
ND OF CHEQUE BOOK																																																	
1726	£ 21.00	£ -	£ 21.00	Great Bridgford Village Hall	Hire of Great Bridgeford VH on 22 May 2023																																												
1727	£ 675.85	£ -	£ 675.85	Kelly Day	March and April salary and expenses																																												
1728	£ 132.00	£ -	£ 132.00	DM Payroll Services Ltd	Administration of payroll for 23/24 financial year																																												
TOTAL	£ 905.52	£ -	£ 905.52																																														
14	22/05/23/14 To consider two quotes for the Parish Council's insurance provider and approve. The 3-year fixed contract from BHIB was approved. Proposed Cllr Price. Seconded Cllr Allen. Unanimous.																																																
15	22/05/23/15 To discuss concerns from a member of the public on the proposed use of Ford Cottage on Stocking Gate Lane as a refuge for problem teenagers. Cllr Price raised the issue on behalf of a MOP who asked whether there been any public consultation or risk assessment. He explained that The Parish Council has no powers to enforce anything. Action: Clerk to write to the owners setting out local residents' concerns.																																																
16	20/03/23/16 To approve the quote of £400 for labour costs from David Vincent to phone box in Derrington. Council to pay for all materials:																																																

	<p>This was agreed. Proposed by Cllr Busby. Cllr Seconded by Cllr Hayward. Unanimous. Action: Cllr Busby to inform David Vincent.</p>
17	<p>20/03/23/17 To discuss an addendum to the agreed Online Banking Policy: This was deferred to a later meeting.</p>
18	<p>20/03/23/18 To discuss and approve a grant for the maintenance of the churchyard at St Matthew's Church, Derrington: It was agreed to offer a grant of £500. Proposed by Cllr Wilkes. Seconded by Cllr Allen. Unanimous</p>
19	<p>20/03/23/19 To discuss and approve a grant for the maintenance of the churchyard at St Chad's Church, Seighford: Cllr Price declared an interest and left the meeting. It was agreed to offer a grant of £500. Proposed by Cllr Hayward. Seconded by Cllr Allen. Unanimous</p>
20	<p>20/03/23/20 To report on progress with Seighford Village Green section 106: The Clerk has been trying to forward the emails detailing the recent correspondence to the new head of planning, Dean Piper. The emails keep bouncing back and no answer on the phone. Action: The Clerk to keep trying to get this to the appropriate department and to ask for action to be taken to move this forward.</p>
21	<p>20/03/23/21 To report on progress with the proposed bus shelter on Newport Road, Great Bridgeford: We are still waiting for consent from the Local Planning Authority to proceed with the work"</p>
22	<p>22/05/23/22 Highways, Footpaths and Playing Field matters:</p> <ul style="list-style-type: none"> • To discuss the proposed playing field in Seighford <p>No progress has been made with this scheme. Discussions have taken place with Seighford Settled Estate representatives who intimated that they are unable to assist by granting a long term lease of land in Smithy Lane. There is an urgent need to provide good playing field facilities in the centre of Seighford Village and the only way forward would be to ask Stafford Borough Council whether it is able to assist by acquiring the land by compulsory purchase. It was agreed to defer the matter until the next meeting to discuss with the Ward Borough Councillors.</p>
23	<p>22/05/23/23 Staffing Matters: None to report.</p>

24	22/05/23/24 SPC news in Church Parish magazines: Copy date is the 15 th of each month but maybe bought forward by a month. Members to email the Clerk their contributions to the publications.
25	22/05/23/25 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.
26	The Chairman thanked members for their attendance and closed the meeting at 10.09pm

DRAFT