



SEIGHFORD PARISH COUNCIL

*Minutes of the Extraordinary meeting of
Seighford Parish Council held
at Seighford Village Hall on
Tuesday 26 March 2024
Starting at 7.30pm*

Kelly Day & RFO: Tel: 07931 167 081 E-mail: clerk@seighford-pc.org.uk

Present

Councillor J Busby (Chairman)

Councillor D Price

Councillor R Wilkes

Councillor M Turnbull

Members of the Public –4

Kelly Day – Clerk

1	<p>26/03/24/1</p> <p>To receive apologies and accept and record any reasons for absence:</p> <p>Cllr Mark Hayward (Vice Chairman) Cllr Neil Brown Cllr Mark Hodgkins</p>
2	<p>26/03/24/2</p> <p>Declaration of interests:</p> <p>N/A</p>
3	<p>26/03/24/3</p> <p>Public Open Forum:</p> <p>1) MOP Mr Michael Eld asked whether the Seighford ward should have an extra Parish Councillor. Councillor Price said it isn't necessary as it has a smaller population than the other two wards. Mr Eld said that the population has increased and more houses have been built.</p>
4	<p>26/03/24/4</p> <p>To discuss the next stages for the proposed playing field in Seighford</p> <p>Cllr Price offered to deal with the planning application on behalf of the Parish Council, which was agreed. Once the lease has been signed, Cllr Busby said a fence will need to be put up which will cost in the region of £600 but we need to get some more quotes. It also needs to be agreed what equipment to buy and to get some more quotes. Cllr Busby suggested asking Playbark.com for a quote. M Eld said the Estate already has a solicitor and Cllr Price stated that it is best business practice for the Parish Council to appoint its own solicitor. It was suggested to appoint Hutsby Mees solicitor to act on behalf of the Parish Council and this was agreed.</p> <p>A MOP said realistically the playground won't be ready this year. M Eld said we could speed things up by asking the estate for early access so we can get the</p>

	<p>fence up. He also suggested that the planning application will probably need to include what equipment etc we are planning and the location.</p> <p>Action: Chair to instruct Hutsby Mees solicitors to represent Parish Council</p>
5	<p>26/03/24/5</p> <p>To discuss and agree arrangements for the implementation of the Housing Needs Survey for the three wards this spring</p> <p>Cllr Price said the survey doesn't need to ask the suggested question about whether children will be able to buy a house as already covered by asking if anyone has had to leave the village. It was agreed to not include.</p> <p>Cllr Price said the leaflets need to be counted in and out. MOP suggested coinciding it with the recent voting stations for crime and police commissioner.</p> <p>Cllr Turnbull said the questionnaires are too generic and seems a lot of work with little return. We could ask people to drop back to village halls or email them back. MOP suggested coding them so we know what went out.</p> <p>M Eld suggested adding whether people want leisure facilities in Seighford to the questionnaire which can be used if any problems with planning permission.</p> <p>The Quantities: Derrington 380 Seighford 125 Gr Bridgeford 335</p> <p>It was agreed to deliver the leaflets to peoples' houses in the three villages and collect them a week later, but give other alternatives such as drop off at the village halls or email to Clerk. Action: Clerk to get quotes and get them printed.</p>
6	<p>26/03/24/6</p> <p>To seek approval for Mark Hodgkins to be contracted for his grass cutting services in Seighford throughout 2024</p> <p>At March's meeting a MOP said we should get three quotes for the contract. The councillors agreed and said it needs to go on November's agenda. For this year it was agreed to offer Cllr Mark Hodgkins the contract. Cllr Hodgkins had previously confirmed that the quote included the proposed extension to the kick about field. Proposed by Cllr Price. Seconded by Cllr Turnbull. Unanimous.</p>
7	<p>26/03/24/7</p> <p>To decide whether to do a leaflet drop in Derrington to advertise the vacant seat on the Derrington Ward</p> <p>Leaflet drop to be done after 19th April when the council inform us of the outcome. This will go out with the Housing Needs Survey. Proposed Cllr Price Seconded Cllr Wilkes. Unanimous.</p>
8	<p>26/03/24/8</p> <p>To provide an update on the outcome of an independent audit carried out on unpaid HMRC payments and to consider their recommendation to make payments by direct debit</p> <p>Councillors agreed to pay HMRC by direct debit to save any future missed payments. Proposed by Cllr Turnbull. Seconded Cllr Price. Unanimous</p>

	Action: Cllr Price agreed to make enquiries about setting up a direct debit mandate.						
9	<p>Parish Finances: (a) To approve accounts for payment Proposed by Cllr Wilkes. Seconded by Cllr Price. Unanimous</p>						
	Payment list to be approved and signed					26 March 2024 - Extraordinary meeting	
	Chq number	Amount	VAT	TOTAL	Payee	Reason for payment	Meeting approved
	1775	£ 40.00		£ 40.00	April Flowers florists	Wreath for Gillian Cox funeral	18th March 2024 meeting
	TOTAL	£ 40.00	£ -	£ 40.00			
10	<p>To discuss and agree SPC news in the two church parish magazines Copy date is the 15th of each month but maybe bought forward by a month. Members to email the Clerk their contributions to the publications.</p> <p>Not easy to contribute because the timing of meetings and publications don't align and publication date is too late after the meeting so it is old news by then.</p> <p>Future edition could include the progress on Seighford playing field and advertise the vacant seat on Derrington Ward. It could also mention the Housing Needs Survey so people are expecting it.</p>						
	<p>Next meeting: The Annual Parish Meeting will be held at Derrington Village Hall on Monday 15th April 2024 at 7.30pm.</p>						
	<p>The Chairman thanked members for their attendance and closed the meeting at 20:47</p>						

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