



SEIGHFORD PARISH COUNCIL

To the members of Seighford Parish Council:

You are hereby summoned to attend The Meeting of Seighford Parish Council to be held at Seighford Village Hall on Monday 21st July 2025 starting at 7.30pm

The public and the press are cordially invited to be present but may be excluded from any item the council decides should be treated as confidential.

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

AGENDA

1	To receive apologies and accept and record any reasons for absences
2	Declaration of interests: a) To declare any personal, pecuniary or disclosable interests in accordance with the Code of Conduct and any possible contraventions under s 106 of the LGFA 1992. b) To note the receipt of any written requests for dispensation.
3	Time allocated: 10 mins (7:40) Public Open Forum: Maximum time available 10 minutes enabling residents to ask questions or raise issues of concern with each participant limited to three minutes.
4	Time allocated: 5 mins (7:45) Updates from Borough/ County Councillors
	MEETING OF COUNCILLORS ONLY
5	Time allocated: 5 mins (7:50) Parish Council Extraordinary Meeting held on 11th June 2025 a) To receive the draft minutes for approval as a correct record and sign. b) Matters arising not covered elsewhere on the agenda. c) To discuss actions and outcomes from previous meeting.
6	Time allocated: Planning matters:
7	Time allocated: 10 mins (8:00) Parish Councillors Report: Councillors to report on issues affecting their wards.
8	Time allocated: 5 mins (8:05) Chairman's report:
9	Time allocated: 15 mins (8:20) Highways, Footpath & Playing Field matters: a) To make a final decision (based on discussions with the Landlord) over the tenancy of the additional land at Seighford Playfield. b) Provide an update on recent playground inspections and any maintenance work required on the 3 play fields.

	<ul style="list-style-type: none"> c) To discuss whether to join the Staffordshire Playing Fields Association at an annual cost of £20. d) To provide quotes and approve chosen provider to conduct a tree health and safety survey across the three playfields to assess the condition of existing trees and ensure public safety. e) To discuss condition of fencing around Seighford playfield and agree on best solution.
10	<p>Time allocated: 5 mins (8:25)</p> <p>Derrington councillors to provide an update on the Derrington asset list ready for approval.</p>
11	<p>Time allocated: 10 mins (8:35)</p> <p>To consider a Health and Well Being Project for footpaths in the Parish of Seighford.</p>
12	<p>Time allocated: 5 mins (8:40)</p> <p>To adopt the recommendations set out in NALC's SAPP Practitioners' Guide for 2025 that it is best practice to use a <u>gov.uk</u> domain, email, and website to maintain a consistent and professional image for a parish council.</p>
13	<p>Time allocated: 15 mins (8:55)</p> <p>Finance – Clerk:</p> <ul style="list-style-type: none"> a) To approve bank reconciliation. b) To receive an update on expenditure against the budget for 2025/26. c) To approve accounts for payment. d) To discuss proposed Financial Regulations policy in line with NALC model regulations ready for approval. e) Cllr Mark Hayward to provide an update on the financial checks conducted for quarter one, ensuring that all internal finance controls have been accurately recorded and adhered with any recommendations. f) To consider and approve the reduction of the earmarked reserve for play equipment from £23,000 to £15,000 in order to increase general reserves to the NALC-recommended level of 9–10 months of expenditure.
14	<p>Time allocated: 5 mins (9:00)</p> <p>Updates from Community Committee representatives:</p>
15	<p>To discuss and agree SPC news in the two church parish magazines</p>
	<p>Next meeting: The next meeting of Seighford Parish Council will be held on Monday 15th September 2025 at Derrington Village Hall.</p>
	<p>Meeting Close</p>