



SEIGHFORD PARISH COUNCIL

*Minutes of the Meeting held
at Derrington Village Hall on
Monday 15th September 2025
Starting at 7.30pm*

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

Present

Cllr John Busby (Chairman)
Cllr Mark Hayward (Vice-chairman)
Cllr David Price
Cllr Richard Wilkes
Cllr Peter Brown
Cllr David Burgess
Cllr Christine Blackmore
SBC and SCC Cllr Jack Rose
Members of the Public - 1
Kelly Day – Clerk

Abbreviations:

Cllr: Councillor
SPC: Seighford Parish Council
MOP: Member of the Public
SCC: Staffordshire County Council
SBC: Stafford Borough Council
SLCC: Society of Local Council Clerks
SPCA: Staffordshire Parish Councils' Association.

15/09/25/1

To receive apologies and accept and record any reasons for absences:
Cllr Mark Hodgkins

15/09/25/2

Declaration of interests:

N/A

15/09/25/3

Public Open Forum:

- **Defibrillators:** There are two defibrillators in Derrington (Village Hall, Millennium Green) which are currently maintained by volunteers. MOP Roy Wood asked if SPC can assume responsibility for them and fund replacement batteries/pads. Cllr Brown offered to oversee maintenance of the Derrington defibrillators and SPC will fund the upkeep for all parish defibrillators - Derrington, Seighford (Hollybush Pub) and Great Bridgeford (Village Hall). Proposed: Cllr Blackmore. Seconded: Cllr Burgess. Approved.
- **Dog-waste bags:** The dog disposal bags provided by SPC for community use are getting more expensive, so Mr Wood, who administers the bags, suggested discontinuing the supply once current stock is used. Cllr Hayward suggested monitoring it once they cease to see if there is an increase in dog mess. It was agreed to not order another batch. Proposed: Cllr Brown. Seconded: Cllr Hayward. Approved.
- **Seighford Lakes query:** Cllr Hayward read out email from MOP who had purchased land by Seighford Lakes but is having issues with a neighbour and

asked if SPC can raise with SBC. Present SBC Cllr Rose asked for the details and will follow-up accordingly.
<p>15/09/25/4</p> <p>Updates from Borough/ County Councillors:</p> <p>Cllr Jack Rose representing both SBC and SCC.</p> <ul style="list-style-type: none"> • Dale Lane: Issues with bank being dug out. New interim enforcement officer has started and Cllr Rose has asked for someone to go and have a look. Enforcement has also attended to look at issues with burning and there is evidence to support this. The lane is still closed until drainage improvements have been done. • Speeding: Cllr Rose is conducting a survey on speeding and suggested the public and SPC highlight the on-going problem with speeding cyclists on the Greenway as an example, so it is easier to bring to officers' attention. There will be a specific consultation form for parish councils to provide a collective response on speeding issues. • Local Government Re-organisation: Proposal for an east/west unitary split of the county. Potential impact on local amenities is not yet known.
<p>15/09/25/5</p> <p>Parish Council Meeting held on 21st July 2025</p> <p>a) The minutes of the meeting were approved as a correct record and signed. Proposed: Cllr Price. Seconded: Cllr Blackmore. Approved.</p> <p>b) Matters arising not covered elsewhere on the agenda.</p> <p>c) To discuss actions and outcomes from previous meetings.</p>
<p>15/09/25/6</p> <p>Planning matters:</p> <p>To raise awareness and discuss any comments or feedback on the Local Validation Criteria consultation. Deadline 17th October 2025.</p> <p>Local Validation Criteria - Consultation Stafford Borough Council</p> <p>No response by SPC on this consultation.</p>
<p>15/09/25/7</p> <p>Parish Councillors Report:</p> <p>Cllr Price – Great Bridgeford</p> <ul style="list-style-type: none"> • Hedge on Newport Road, Great Bridgeford has overgrown onto the pavement leading to a complaint by MOP. Property owners are responsible for the maintenance. The hedge on the other side of the road also needs cutting back. Action: Cllr Price to provide addresses so Clerk can ask residents to cut back their sections of the hedge. <p>Cllr Wilkes – Derrington</p> <ul style="list-style-type: none"> • One of the 'slow cyclists' signs on the Greenway has been found and reinstated. There are still issues with speeding cyclists and maintains that chicanes would be the most effective deterrent. <p>Cllr Burgess – Great Bridgeford</p> <ul style="list-style-type: none"> • The Hollybush asked if SPC can new fund pads for the defibrillator in Seighford. Agreed in item 15/09/25/3.

Cllr Hayward – Derrington

- Seighford footpath 5 needs clearing and is currently inaccessible. **Action: Clerk to log onto system.**

Cllr Brown - Derrington

- MOP was recently metal detecting on the playing field.
- Chain and padlock still required for the playing field gate.
- No visible lifesaving equipment eg buoy around Millennium Green pond which is quite deep, so suggested looking into this.

15/09/25/8

Chairman's report:

- Sign on Blackhole Lane has been replaced.
- Suggested placing a 'no horse riding sign' on the Greenway, but Cllr Rose said it is unclear as to whether horses are permitted or not and is trying to find out.
- Bus shelter in Derrington needs repair work.
- Has recently been helping at the Millennium Green car park.

15/09/25/9

Highways and Footpaths:

- a) To discuss repeated problems with the speeding cyclists on the Greenway and the removal and damage of official signage.

One sign has been found and reinstated. Explore SPC funding chicanes in the future.

- b) To provide an update on the Health and Well Being Project for footpaths in the Parish of Seighford.

Cllr Price read out his report following a recent preliminary hearing comprising of five councillors. Five possible walks were discussed, however to get this project to fruition a lot of work will need to be done and it will take at least 12 months to get it ready, including agreement of the landowners, farmers and SCC to improve the network of rights of way. Cllr Price said he will contact Eccleshall PC to ask how they did theirs. They also produced an excellent booklet, which is accessible from their website. Cllr Rose added that the new Head of Rights of Way at SCC is actually carrying out a health and wellbeing project and will be contacting local parish councils to partner with on this.

- c) To discuss issues on and around Dale Lane, Haughton

Enforcement team has been contacted and Cllr Rose will keep SPC updated.

15/09/25/10

Playing Field matters:

- a) Provide an update on recent playground inspections and any maintenance work required on the three play fields.

- All councillors agreed they were satisfied with the new inspection company who conducted a comprehensive report highlighting several issues on all of the playfields which need attention. Councillors agreed to meet imminently to discuss the issues and prioritise what work is needed to ensure all equipment

<p>remains compliant with safety standards. A professional contractor will be employed to carry out necessary work. Action: Clerk to request inspection company's guidance on next steps from the report and seek contractor recommendations from Staffordshire Play Fields Association.</p> <ul style="list-style-type: none"> • Access along Cherry Tree Crescent is still poor and moles have returned to Great Bridgeford play field. • Grass needs cutting in Great Bridgeford play field. • Clerk to ask Dan Ingham to cut hedges earlier in season before ground becomes too wet. • Seighford playfield in poor condition with rubbish and mole hills everywhere. • Remedial work on Seighford multi play equipment required by supplier and wood is splitting already. <p>b) To discuss the outcome of the tree health and safety survey across the three playfields.</p> <p>Comprehensive survey was conducted highlighting remedial work needed on trees. Action: Clerk to get quotes from arboriculturists to complete work recommended in report. Proposed: Cllr Price. Seconded: Cllr Brown. Approved.</p> <p>c) To discuss solutions to improve fencing around the Seighford playfield. It was agreed a new fence is needed as current fence is in very poor condition. To discuss at extraordinary or November's meeting.</p>
<p>15/09/25/11</p> <p>Derrington councillors to provide an update on the Derrington asset list ready for approval.</p> <p>Revisit at November's meeting</p>
<p>15/09/25/12</p> <p>To discuss taking out extended warranty on the Evolis speed device at Eccleshall Road, Great Bridgeford at a cost of £199 per year, plus VAT.</p> <p>It was agreed to not extend the warranty on the one device. Proposed: Cllr Burgess. Seconded: Cllr Hayward. Approved.</p>
<p>15/09/25/13</p> <p>Digital matters:</p> <p>a) Clerk to provide an update on research into.gov.uk domain, email and website recommended by NALC SAPP Practitioners' Guide, 2025.</p> <p>Cllr Price suggested contacting Parish Online as they are providing free.gov.uk domains so Clerk to investigate this and revisit at next meeting.</p> <p>b) To discuss potential IT training session/s to improve use and accessibility of Netwise.</p> <p>To discuss at future meeting.</p>
<p>15/09/25/14</p> <p>Clerk Reports and Finance</p> <p>a) To approve bank reconciliation.</p> <p>b) To receive an update on expenditure against the budget for 2025/26.</p> <p>c) To approve accounts for payment.</p>

Proposed: Cllr Price. Seconded: Cllr Hayward. Approved.

CHQ/BACS	Amount	VAT	TOTAL	Payee	Reason for payment	Approval/minute ref num	Online authorisation
BACS 43	£ 285.00	£ 57.00	£ 342.00	The Play Inspection Company	Playground inspections	17/03/25/10	Peter Brown, David Price
BACS 44	£ 20.00	£ -	£ 20.00	Staffordshire Playing Fields Association	Membership of Association	21/07/25/9	Peter Brown, David Price
BACS 45	£ 200.00	£ 40.00	£ 240.00	Hutsby Mees Solicitors	advice re kick about field lease	15/07/24/10	Peter Brown, David Price
BACS 46	£ 614.80	£ -	£ 614.80	Kelly Day	July salary	Stat payment	Peter Brown, David Price
BACS 46	£ 381.60	£ -	£ 381.60	Kelly Day	August salary	Stat payment	Peter Brown, David Price
BACS 46	£ 14.99	£ -	£ 14.99	Kelly Day	Expenses - ink cartridge	Stat payment	Peter Brown, David Price
BACS 46	£ 349.00	£ -	£ 349.00	Kelly Day	Reimbursement for Laptop	Chairman approval - urgent	Peter Brown, David Price
BACS 46	£ 54.17	£ 10.83	£ 65.00	Kelly Day	Reimbursement for Laptop set up	Chairman approval - urgent	Peter Brown, David Price
BACS 47	£ 244.00	£ 48.80	£ 292.80	JRB Enterprise	Dog dispenser bags	On-going contract	Peter Brown, David Price
BACS 48	£ 25.00	£ -	£ 25.00	Seighford Village Hall	Use of hall - July 25	Stat payment	Peter Brown, David Price
BACS 49	£ 300.00	£ 60.00	£ 360.00	Penkridge Arboriculture	Three tree surveys	21/07/25/9	Peter Brown, David Price
BACS 50	£ 325.00	£ 65.00	£ 390.00	Staffordshire Parish Councils Assoc	CiLCA	17/04/25/13	Peter Brown, David Price
BACS 51	£ 37.50	£ -	£ 37.50	Derrington Village Hall	Use of Hall - September 25	Stat payment	Peter Brown, David Price
	£ 2,851.06	£ 281.63	£ 3,132.69				

- d) To approve new Standing Order policy in line with NALC model regulations.
e) To approve updated risk assessment.

It was agreed to discuss d) and e) at an extraordinary meeting.

15/09/25/15

To approve dates and locations for all 2026 parish council meetings.

To approve at extraordinary meeting.

15/09/25/16

Staffordshire Parish Councils Annual General Meeting on 24th November 2025 at Uttoxeter Town Hall – voting rights.

It was agreed for Cllr Price to attend as a voting member. Proposed: Cllr Brown. Seconded: Cllr Hayward. Approved.

There are currently two vacancies on the SPCA executive committee for Stafford. Deadline 10th November to be nominated.

15/09/25/17

Staffing Matters:

Councillors to note NALC local government pay awards agreed on 24th July, backdated from April 2025.

Noted by councillors.

15/09/25/18

Updates from Community Committee representatives:

15/09/25/19

To review continued use of AI to produce summaries of minutes suitable for the two church parish magazines.

It was agreed to continue with this.

Next meeting: The next Parish Council meeting will be held at Great Bridgeford Village Hall on Monday 17th November 2025 at 7.30pm.

The Chairman thanked members for their attendance and closed the meeting at 21:45.