



SEIGHFORD PARISH COUNCIL

*Minutes of the Meeting held
at Great Bridgeford Village Hall on
Monday 17th November 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 - 4
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.

17/11/25/1

To receive apologies and accept and record any reasons for absences:

Cllr Mark Hodgkins (apologies received)
Cllr Christine Blackmore (not present)

17/11/25/2

Declaration of interests:

N/A

17/11/25/3

Public Open Forum:

MOP highlighted poor condition of Seighford play field fence. Cllr Busby said he was awaiting quotes to replace.

17/11/25/4

Updates from Borough/ County Councillors:

Cllr Jack Rose representing both SBC and SCC.

- Dale Lane conditions: SBC's Enforcement team is currently operating with only one officer resulting in significant delays. Enforcement is not a statutory duty and Cllr Rose has raised this with central government to try to change this. Councillors asked for SCC to take action as the removed land belongs to SCC so is essentially a criminal act. Cllr Rose said he would look into this approach but declared later that it did not constitute a criminal act.
- Eccleshall Road: Cllr Rose has requested for the necessary improvement to the footpath between Great Bridgeford and Creswell to be put into the long-term budget. While work won't be immediate, progress with this is expected.
- Worston Bridge. A meeting has taken place with the Highways Department. SCC is awaiting further clarification on the criteria determining the need for

traffic lights and for them to categorise why traffic lights were installed on Tixall Lane, but are not necessary not on Worston Bridge which is equally as dangerous.

- New ROW officer Regional Head of Service has been appointed and will be exploring the previously discussed wellness walks with a view to delivering a joined-up county-wide scheme.

17/11/25/5

Parish Council Meeting held on 20th October 2025

- a) The minutes of the meeting were approved as a correct record and signed subject to removing Cllr David Burgess as present from the meeting. Proposed: Cllr Price. Seconded: Cllr Hayward. Approved.
- b) Matters arising not covered elsewhere on the agenda.
- c) To discuss actions and outcomes from previous meetings.

17/11/25/6

Planning matters:

Planning Application ref:25/41300/HOU at Bottom Orchard, Newport Road, Great Bridgeford. First floor side extension. Deadline 26th November 2025. No objections.

Cllr Price updated that planning application ref: 25/40133/LBC and 25/40132/FUL regarding change of use at Seighford Hall was refused on the 10th September 2025.

17/11/25/7

Parish Councillors Report:

Cllr Price – Great Bridgeford

- Overgrown hedges on Newport Road (between railway cottages and tennis courts). Cllr Price proposed requesting a Land Registry search (£14) to establish who the owns the land where the hedge is situated. Proposed by: Cllr Price. Seconded by: Cllr Hayward. Approved.
- Residents contacted by SPC have now trimmed their hedges.
- Tree branches overhanging a resident's boundary at the playfield will be trimmed by Cllr Burgess and Cllr Price.

Cllr Wilkes – Derrington

- MOP fell over tree humps on Yew Tree Close and broke their wrist. Someone had attempted to tarmac over it but it is still dangerous. Cllr Rose will speak to highways as a matter of urgency and has asked for evidence of the MOP's injury.
- No update received from SCC Countryside Officer Tim Cleary regarding removed Greenway signage or ongoing speeding issues on the track.

Cllr Hayward –Derrington (and on behalf of Seighford)

- Has asked for Derrington and Seighford to be added to the primary gritting network.
- Cooper Perry Primary School's car park has been resurfaced by a parent and the school will be asking parents to routinely park in the back car park. The school is exploring matting so they can increase parking capacity.

Cllr Brown – Derrington

- Reported a significant number of storm-damaged trees on the bridleway toward town. It is unclear whether these have been removed.

17/11/25/8

Chairman's report:

- Millennium Green extension being built and cladded
- Contacted MOP who fell over in Derrington
- Sign has been replaced on Black Hole Lane

17/11/25/9

Highways and Footpaths: To discuss the change.org petition entitled "Create a safe place for dog walkers in Great Bridgeford."

Cllr Price read out an email from MOP expressing public concern about the safety of walking dogs on Great Bridgeford's roads. The MOP asked if SPC would consider designating a safe space for dog walkers on the village playing field.

Cllr Price emphasised that dogs are prohibited from the play field and that alternative walking areas exist in the village or in the other villages. Cllr Brown highlighted some other routes and suggested including accessible dog-walking routes within the planned wellness walks project.

17/11/25/10

Playing Field matters:

a) To approve quote for arboriculturist to conduct work on trees recommended in recent tree survey report and discuss outcome of email to Seighford Settled Estates regarding them carrying out the required work on the kickabout field.

It was resolved to appoint Triple H Contracts to carry out the work at a cost of £3,500. Proposed: Cllr Price. Seconded: Cllr Brown. Approved.

b) To approve quote for maintenance contractor to conduct the recommended work on the play equipment in the three playfields.

Councillors agreed they need to identify the specific work required based on the reports' recommendations in order to get quotes. One quote has been received. Based on the inspection reports:

- Cllr Hayward will identify work in Derrington playfield
- Cllr Busby will purchase materials and replace fence in Seighford's playfield
- Cllr Burgess and Cllr Price will identify work in Great Bridgeford's playfield

All councillors to report back in January meeting so work can be agreed and commissioned.

17/11/25/11

Derrington councillors to provide an update on the Derrington asset list ready for approval.

Proposed: Cllr Price. Seconded: Cllr Brown. Approved.

17/11/25/12

Discussion and approval of quotes for the 2026 grass and hedge cutting season in all three wards.

It was resolved to appoint Triple H contracts for Derrington and Great Bridgeford at a cost of £567 and Cllr Hodgkins for Seighford at a cost of £150. Proposed: Cllr Hayward. Seconded: Cllr Price. Approved.

It was resolved to appoint Dan Ingham to cut the hedges at a cost of £160 plus VAT. Proposed by Cllr Price. Seconded by Cllr Burgess. Approved.

17/11/25/13

Discuss and approve any civic amenity visits in 2026 at a cost of £122 per site, per visit.

It was resolved to continue with two visits for Derrington and two visits for Seighford. Action: Clerk to obtain dates from SBC.

Proposed: Cllr Hayward. Seconded: Cllr Brown. Approved.

17/11/25/14

Digital matters:

a) Clerk to provide an update on research into.gov.uk domain, email and website recommended by NALC SAPP Practitioners' Guide, 2025.

The Clerk reported that NetWise, the council's current email provider, can transfer the website and email domain to a '. gov.uk' address cheaper than transferring to a new provider. NetWise isn't the most-user friendly system, so it was as agreed to explore a new provider in the future. It was resolved to proceed with .gov.uk transfer via NetWise. Proposed: Cllr Hayward. Seconded: Cllr Brown. Approved.

b) To discuss potential IT training session/s to improve use and accessibility of NetWise.

The Clerk offered provide basic training to any councillors experiencing problems or technical issues with NetWise. It was agreed to arrive at 7pm prior to January's meeting for an informal training session. Cllr Burgess will attempt to source a projector.

17/11/25/15

Clerk Reports and Finance

a) To approve bank reconciliation.

b) To receive an update on expenditure against the budget for 2025/26.

c) To approve accounts for payment.

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

Payment list to be approved and signed				17-Nov-25			
CHQ/BACS	Amount	VAT	TOTAL	Payee	Reason for payment	Approval/minute ref num	Online authorisation
BACS 56	£ 381.60	£ -	£ 381.60	Kelly Day	October salary	Stat payment	David Price, Peter Brown
BACS 56	£ 21.93	£ 3.34	£ 25.27	Kelly Day - expenses	cartridge, paper and postage	Stat payment	David Price, Peter Brown
	£ 403.53	£ 3.34	£ 406.87				

d) To approve new Standing Order policy in line with NALC model regulations. Proposed: Cllr Hayward. Seconded: Cllr Busby. Approved.

e) To provide an update on the Financial Risk Assessment.

The Clerk informed councillors that CiLCA course has highlighted this needs an overhaul and will hopefully be drafted ready for January's meeting.

<p>f) To approve amount to transfer to CCLA investment fund from Lloyds current account. It was agreed to transfer £25,000 to CCLA. Proposed: Cllr Busby Seconded: Cllr Price. Approved. Clerk to try test payment of £5.</p> <p>g) To discuss project proposals and the precept for 2026/27.</p> <p>It was agreed to discuss this at January's meeting</p>
<p>17/11/25/16</p> <p>To discuss purchasing life-saving equipment for millennium green pond.</p> <p>It was resolved to purchase two life buoys at £30 each. Proposed: Cllr Hayward. Seconded: Cllr Price. Approved.</p>
<p>17/11/25/17</p> <p>Staffing Matters:</p> <p>N/A</p>
<p>17/11/25/18</p> <p>Updates from Community Committee representatives:</p> <ul style="list-style-type: none"> • Seighford Village light switch on 5th December at 7pm • Young farmers driving through local villages on 9th December • SPCA AGM on 24th November at Uttoxeter Town Hall
<p>Next meeting: The next Parish Council meeting will be held at Great Bridgeford Village Hall on Monday 19th January 2026 at 7.30pm.</p>
<p>The Chairman thanked members for their attendance and closed the meeting at 21.40.</p>