

Minute	Actions
<p>The Chairman thanked Michelle for her informative presentation and it was agreed that the Parish Council would help to promote the scheme.</p> <p>It was RESOLVED: Information to promote the CSW scheme be added to the Derrington village notice board and in the Village magazine.</p>	<p>Cllr Vaughan</p>
<p>17/9/04: PUBLIC OPEN FORUM <i>The Chairman opened the Public Open Forum at 7.45pm.</i></p> <p>(a) <u>Footpath on Billington Lane</u> A resident raised safety concerns for pedestrians given the lack of a footpath on Billington Lane from Derrington to the Newport Road and in the context of a limited bus service.</p> <p>Councillors noted that while the County Council would not meet the significant costs of creating a tarmac footpath on Billington Lane, it was worth exploring the feasibility of constructing a path to the same standard as the Greenway.</p> <p>Following discussion, the Chairman and Cllr Pert agreed to arrange a site visit on Billington Lane to explore the options available and to consider the possibility of funding from the Borough Council, local businesses and other sources.</p> <p>(b) <u>Parking at Cooper Perry Primary School</u> A resident highlighted the ongoing problem caused by inconsiderate car-parking on the Green by parents of schoolchildren at the start and end of the school day despite spaces being available in the designated car-park.</p> <p>Councillors agreed that the safety of children arising from this issue was a matter of school management which needed to be brought to the attention of the school's head teacher and governors.</p> <p>Following discussion, the Chairman agreed to investigate whether there was a planning restriction on the use of the designated car-park area in the light of the increased number of children now at the school. Cllr Pert offered to arrange a meeting between the Chairman and the Chair of Governors at the school.</p> <p>It was RESOLVED:</p> <p>(i) a letter be sent from the Parish Council to Cooper Perry School to express concern regarding this issue</p> <p>(ii) A meeting be arranged between the Chairman and the Chair of Governors of the school</p> <p><i>As no further issues were raised by members of the public, the Chairman adjourned the Public Open Forum and started the meeting at 8.00pm</i></p>	<p>Cllr Price/ Cllr Pert</p> <p>Clerk</p> <p>Cllr Pert/ Chair</p>
<p>17/9/05: MEETING OF THE COUNCIL HELD ON 15 JANUARY 2018 Councillors considered the previously circulated draft minutes of the meeting held on 15 January 2018 for approval as a correct record.</p> <p>Following a proposal by Cllr Vaughan which was seconded by Cllr Eld: It was RESOLVED: the minutes of the meeting held on 15 January 2018 be approved as a true record and signed by the Chairman.</p>	

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<p>17/9/06: MATTERS ARISING <u>Minute 17/08/04: Graffiti in Derrington</u> Cllr Vaughan confirmed that graffiti on the railway bridge had now been removed by County Highways.</p>																																					
<p>17/9/07: COUNTY/BOROUGH COUNCILLOR UPDATE</p> <p>(a) <u>Potholes</u> Cllr Pert noted that roads in the county had been badly affected by poor weather over the Christmas period leading to further serious issues with potholes. The County Council had committed £5M from its capital budget towards the repair of potholes and had invested in new machinery to improve the speed of repairs.</p> <p>(b) <u>County budget</u> Cllr Pert gave an update on the County Council's budgetary position highlighting the significant percentage of funds allocated to meet the requirements of adult social care and the major reduction in the funding settlement from government.</p> <p>(c) <u>Bus consultation</u> Cllr Pert noted that the conclusion of the consultation of bus services in the county and the establishment of a new timetable from 1 April may result in some disruption for service users</p> <p>(d) <u>Stafford Borough Council Corporate Plan</u> Cllr Pert highlighted the Borough Council's issue of its corporate plan which sets out the Council's ambitions and priorities for the next 3 years.</p> <p>Cllr Sutherland noted that his update was covered by the meeting agenda.</p>																																					
<p>17/9/08: PARISH FINANCES The Clerk presented a Financial Statement on income/ expenditure to 26 February 2018. Approval was requested for payment of the following invoices.</p> <table border="1" data-bbox="185 1294 1121 1711"> <thead> <tr> <th>Payee</th> <th>Details</th> <th>Total (£)</th> </tr> </thead> <tbody> <tr> <td>Stafford BC</td> <td>Civic Amenity Visits</td> <td>150.00</td> </tr> <tr> <td>Stafford BC</td> <td>Grass cutting</td> <td>1,189.44</td> </tr> <tr> <td>SPCA</td> <td>Councillor training</td> <td>20.00</td> </tr> <tr> <td>JRB Enterprise</td> <td>Dog waste bags</td> <td>282.90</td> </tr> <tr> <td>Seighford Est</td> <td>Rent (football pitch)</td> <td>500.00</td> </tr> <tr> <td>SPCA</td> <td>Subscription 2018/19</td> <td>354.00</td> </tr> <tr> <td>Brent Moseley</td> <td>Play area remedial work</td> <td>300.00</td> </tr> <tr> <td>John Charleton</td> <td>Pay (Nov/Mar)5 months</td> <td>820.65</td> </tr> <tr> <td></td> <td>Expenses- Stamps</td> <td>29.04</td> </tr> <tr> <td></td> <td>Printing</td> <td>22.65</td> </tr> <tr> <td>HMRC</td> <td>PAYE</td> <td>14.80</td> </tr> </tbody> </table> <p>Following a proposal by Cllr Vaughan which was seconded by Cllr Eveson: It was RESOLVED:</p> <ul style="list-style-type: none"> • Payment of invoices be approved, and the cheques signed. • The bank statement to 26 February 2018 be signed by the Chairman • The Financial Statement to 26 February 2018 be received and noted 	Payee	Details	Total (£)	Stafford BC	Civic Amenity Visits	150.00	Stafford BC	Grass cutting	1,189.44	SPCA	Councillor training	20.00	JRB Enterprise	Dog waste bags	282.90	Seighford Est	Rent (football pitch)	500.00	SPCA	Subscription 2018/19	354.00	Brent Moseley	Play area remedial work	300.00	John Charleton	Pay (Nov/Mar)5 months	820.65		Expenses- Stamps	29.04		Printing	22.65	HMRC	PAYE	14.80	
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<p>17/9/09: CHAIRMAN'S REPORT</p> <p>(a) <u>Staffordshire Road Safety Partnership</u> The Chairman gave an update on the use of a grant awarded by Staffs Safer Roads Partnership towards a speed mitigation scheme in Great Bridgeford.</p>																																					

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<p>Following meetings with County and Borough Council representatives, the original plan to replace the vehicle activated sign opposite Blacksmith's Cottage on the Eccleshall Road had been revised. In line with the County Council's preference, the revised plan was for 2 vehicle activated signs to be installed in Great Bridgeford and moved between 4 locations in the village. Consequently, four ground screws would need to be installed at appropriate locations, with three on the Eccleshall Road and one on the Newport Road.</p> <p>The Chairman tabled a draft budget for the revised speed mitigation scheme which confirmed the overall costs at approximately £7K exclusive of VAT. It was noted that the Safer Roads grant of £2,270 had to be spent by September 2018 and that Cllr Pert had promised a grant of £1K towards the scheme. Consequently, a balance of £3,730 was required from the Parish Council budget to fund this scheme.</p> <p>Following discussion, Cllr Pert agreed to ask the County Council if it was prepared to waive the costs of the purchase of a private licence fee of £345 for the installation of apparatus on the highway.</p> <p>A proposal by Cllr Eveson which was seconded by Cllr Hodgkins was followed by a vote by a show of hands: It was unanimously RESOLVED:</p> <ul style="list-style-type: none"> (i) approval be given for the installation of 4 ground screws and two posts for 2 vehicle activated signs in Great Bridgeford. (ii) The draft budget for the speed mitigation scheme be approved with additional payment of £3,730 from the parish budget for 2018/19. <p>(b) <u>Data Protection Officer (DPO) Specification:</u> The Chairman reported on progress in preparing for the implementation of the General Data Protection Regulations from 25 May noting that the Parish Council had declared its interest in the County Council's offer to provide a DPO service.</p> <p>Following a proposal by Cllr Eld which was seconded by Cllr Brown It was RESOLVED: The Clerk be appointed as DPO pending confirmation of a contract with Staffordshire County Council for a DPO service.</p> <p>(c) <u>Worston Railway Bridge</u> The Chairman reported that the concerns of residents on recent traffic accidents on Worston Bridge had been considered at a site meeting held on 21 February with Cllr Pert, Cllr Brown and himself.</p> <p>Councillors noted that the volume of traffic on Worston Bridge including HGVs had increased since the completion of the Norton Bridge rail project.</p> <p>It was agreed that the key issue was to consider how to improve signage to persuade drivers to reduce speed and to enforce the weight limit on the bridge.</p> <p>While the option of a raised kerb was considered it was acknowledged that the steepness of the bank on the bridge made this very difficult to install.</p>	

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<p>Cllr Pert confirmed that he had discussed options for the bridge with County Highways and was awaiting the response of officers. Cllr Pert also agreed to speak to the army to request that any military lorries are redirected to use other routes and to seek the views of Chebsey Parish Council.</p> <p>It was RESOLVED: A letter be sent from the Parish Council to request Staffordshire County Council to take steps to reduce the scale of traffic on Worston Bridge</p> <p>(d) <u>Library Consultation:</u> The Chairman noted that up until 1 April the County Council was undertaking a consultation on the future of the library service in the context of reduced central government funding.</p> <p>Cllr Pert noted that the County Council was proud of its reputation for working with communities to modernise and develop libraries rather than closing them.</p> <p>The County Council was seeking the views of local councils on the following:</p> <ul style="list-style-type: none"> • The introduction of self-service technology; • How to encourage more volunteers; • Whether designated libraries should become community managed libraries; • The principles for the future operation of the mobile library service. <p>Following discussion, Councillors agreed a response from the parish council to the consultation on the service.</p> <p>It was RESOLVED: The Parish Council's response to the consultation be submitted</p> <p>(e) <u>Introduction to Local Council Administration:</u> The Chairman reported the Clerk's request for approval to register for this qualification offered by the Society of Local Council Clerks (SLCC)</p> <p>Following a proposal by Cllr Vaughan which was seconded by Cllr Brown: It was RESOLVED: The Clerk's registration for the ILCA on-line training course be approved at a cost of £99.</p>	<p>Cllr Pert</p> <p>Clerk</p> <p>Clerk</p>
<p>17/9/10 CLERK'S REPORT</p> <p>(a) <u>Risk Assessment process</u> The Clerk presented a draft updated risk assessment process for consideration as part of the annual review of the parish accounts.</p> <p>It was RESOLVED The updated risk assessment process be approved</p> <p>(b) <u>Annual Parish Meeting</u> The Clerk presented the draft programme for the forthcoming annual parish meeting to be held at Derrington Village Hall on 16 April.</p> <p>It was RESOLVED:</p> <p>(i) The draft programme for the annual parish meeting be approved (ii) Approval be given for the printing of 1000 copies of the programme for distribution to households in the parish by ward councillors.</p>	<p>Clerk Cllrs</p>

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<p>17/9/11: PARISH COUNCILLORS' REPORT</p> <p>(a) <u>SPCA Local Councillor Training</u> Cllr Busby gave feedback on his attendance at the above event on 8 February,</p> <p>(b) <u>Ward Update</u> The Chairman asked councillors to report on any issues affecting their wards,</p> <p>Cllrs Eld and Brown raised concern about potholes especially in front of Seighford Hall and on Clanford Road.</p> <p>Cllr Pert noted the County Council's on-line system for reporting pot-holes and agreed to circulate a link to the web-site. The system was designed to ensure that the most dangerous potholes are repaired promptly by specialist teams. Councillors expressed concern about the delay in potholes being repaired</p>	
<p>17/9/12: PLANNING MATTERS Councillors considered the following planning applications:</p> <p>(a) <u>APP/Y3425/C/08/2089858: Driver Experience Centre, Clanford Road</u> The Chairman noted that the applicants had agreed a noise management plan subject to special conditions.</p> <p>(b) <u>17/27543/FUL: Billington Farm, Billington Bank</u> The Chairman confirmed that the time limit for consideration of this revised application had been extended for consideration by a special meeting of the Borough Council's Planning Committee. It was noted that the Parish Council had already submitted its response regarding this application.</p> <p>(c) <u>18/27839/FUL: Church View House, Millian Brook Road, Seighford: Retention of change of use of land to residential (Class 3c) and extend drive.</u> The Chairman reported that this application will be considered by the Planning Committee in due course.</p> <p>(d) <u>18/28042/MDPO: To discharge/modify planning obligations relating to application 15/22133/FUL re land at the Green, Seighford, subject to s106 Agreement,</u> The Chairman noted that this application had been made by the owner to replace the one submitted by Mr M Davies. It was RESOLVED: The Borough Council be notified of the Parish Council's objections to this application in the same terms as its previous submission</p>	Clerk
<p>17/9/13: HIGHWAYS, FOOTPATH AND PLAYING FIELDS</p> <p>(a) <u>Play areas inspection report 2017</u> The Chairman confirmed that remedial actions to address issues raised in the inspector's report in August 2017 had now been completed by Mr Moseley. The Clerk confirmed that Inspector had agreed to conduct quarterly checks of the play areas in the parish charging the same rate as the annual inspection</p> <p>Following a resolution by Cllr Eveson which was seconded by Cllr Vaughan: It was RESOLVED:</p> <p>(i) Subject to confirmation by the Parish Council's insurers the inspector be contracted to conduct 3 checks in the year</p> <p>(ii) This arrangement be reviewed in a year's time <i>Cllr Hodgkins left the meeting at this point</i></p>	Clerk to follow up with insurers

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<p>(b) <u>Grass -cutting:</u> The Clerk detailed the quotes provided for grass cutting services for the 2018 and 2019 seasons, was in the process of obtaining quotes for hedge cutting services for 2018. It was RESOLVED: (i) Street scene be awarded the contact for grass -cutting in Great Bridgeford and Derrington for 2018 and 2019 seasons. (ii) Mark Hodgkins be awarded the contract for grass cutting in Seighford for 2018 and 2019 <i>Cllr Hodgkins re-joined the meeting at this point.</i></p> <p>(c) <u>Hedge cutting</u> The Clerk detailed two quotes received for hedge-cutting services. It was RESOLVED: The two quotes be re-submitted based on an overall charge rather than an hourly rate and additional quotes be provided.</p> <p>(d) <u>Condition of bridge crossing Billington Road in Derrington</u> Cllr Vaughan reported that she had contacted the Highways regarding this the condition of the bridge, Highways had passed the query on to its contractor Amey who were waiting for a report from an inspection of the bridge.</p>	<p>Clerk to advise</p> <p>Clerk</p>
<p>17/9/14: NEXT MEETING Annual Parish Meeting 16 April 2018 at Derrington Village Hall</p>	

As there was no further business, the Chairman declared the meeting closed at 9.50pm

Minutes approved/ signed by the Chairman at the Parish Council meeting on 21 May 2018