



SEIGHFORD PARISH COUNCIL

Draft MINUTES OF A COUNCIL MEETING HELD ON 19 NOVEMBER 2018 AT GREAT BRIDGFORD VILLAGE HALL

Present: Cllr David Price (Chair) Cllr Peter Eveson
Cllr Bill Brown Cllr Michael Eld
Cllr Alison Vaughan Cllr John Busby
Cllr Mark Hodgkins

In attendance: Cllr Jeremy Pert Staffordshire County Council
Lisa Horritt Clerk
+ 5 members of the public

18/5/01: TO RECEIVE APOLOGIES, RECORD ABSENCES

Apologies were received and accepted from Cllr Jean Wetton

18/5/02: DECLARATIONS OF INTERESTS

Cllr M Eld declared an interest relating to item 7(a) Village Green at Seighford
No written requests for dispensations had been received

18/5/03: PUBLIC OPEN FORUM

A resident informed the meeting that a Salvation Army clothes bank will be sited in the corner of the car park at Great Bridgeford Village Hall. Profits from this will be split between the Salvation Army and Seighford Church.

A resident had attended to complain about the condition of the footpaths in Newport Road, Great Bridgeford. After 5 years of complaining and 2 petitions, no works have been completed. County Councillor Jeremy Pert agreed to a site visit with the residents and members of the Parish Council. The Chairman will liaise and arrange. Cllr Pert noted the County Council's financial pressures at present but agreed to see if anything could be done to improve the current situation. If no action is forthcoming, the Parish Council will write to Mark Deaville and Jeremy Lefroy MP before the residents consider approaching the press.

18/5/04: UPDATE FROM COUNTY COUNCILLORS

Councillor Pert has updated the meeting during Item 18/5/03

18/5/05: MEETING OF THE PARISH COUNCIL HELD ON 17 SEPTEMBER 2018

(a) Minutes

It was unanimously **resolved**: the minutes of the Council Meeting on 17 September 2018 be accepted as a true record and signed by the Chairman.

(b) Matters Arising

Minute 18/04/05 Fallen Fingerpost

Cllr. Vaughan reported this had been fixed.

18/04/08 Glen Farm Planning Application

Cllr. Price reported that this had been approved by the Planning Committee on 17th October 2018.

18/04/10 Bus Shelter Positioning

Cllr Price reported that he and Cllr Eveson had moved the bus shelter back into position and he had removed the leaves and mess from the bus shelter.

18/04/12(b) Hedge Cutting

The hedge cutting at Great Bridgeford is still awaiting completion. The Chairman agreed to phone Mr Ingham to confirm an expected date for this and remind him that Cllr Brown holds the key for access.

18/04/12 (c) Great Bridgeford Playing Field Repairs

Cllr Price has repaired the wire netting on the gate.

18/5/06: PARISH FINANCES

(a) Update on expenditure against budget for 2018/19

It was **resolved** to accept the report which had been circulated

(b) Approval of Bank Reconciliation

It was **resolved** to approve the bank reconciliation, and this was signed by the Chairman

Accounts for Payment

Paid since last meeting

HMRC	PAYE Q2	35.00		35.00
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TOTAL

£35.00

To be paid

Paid To	Details	Amt	VAT	Total to pay
Autela Group	Payroll Q2	39.00	7.80	46.80
Mrs S Worden	Locum work Sept 18	116.42		116.42
Morrall Play Services	Annual Inspection 3 play areas	119.97	23.99	143.96
J Charleton	Payroll - July	317.66		317.66
J Charleton	Payroll - Aug	282.28		282.28
J Charleton	Payroll - Sept	282.48		282.48
J Charleton	Payroll - Oct	282.28		282.28
L Horritt	Payroll - Oct incl Sept	358.39		358.39
Information Commissioner	If direct debit available year 1 then £35	40.00		40.00
Great Bridgeford village Hall	Hire	19.00		19.00
JDM Price	Hose Clips - Speed indicator	10.83	2.16	12.99
Seighford Village Hall	Hire 19/3, 16/7, 25/6	40.00		40.00
L Horritt	Office costs 24th Sept - 19th Nov	25.23		25.23

1,967.49

TOTAL

£2,002.49

It was resolved to approve the accounts for payment

(c) Confirmation of amenity visits for 2019 and delegation of authority to the Locum Clerk to action

It was **resolved** to request 3 visits each at Seighford and Derrington for 1 hour duration. The Locum clerk was authorised to action this.

(d) Budget Preparation 2019 – potential projects

Items to be considered will include: Great Bridgeford Play Area, Professional fees (Seighford Village Green), Election Costs, New benches (Seighford)

18/5/07: CHAIRMAN'S REPORT

(a) **To discuss replacement benches on the Village Green at Seighford**

It was **resolved** to remove the unsafe benches and keep the memorial plaque from one of them. Once the planning appeals with the Green are resolved the Council will look to purchase 2 new benches.

(b) **Speed mitigation scheme update**

The speed devices were installed on 27th September. Photos have been included in the Parish magazine and thanks was given to all those involved.

It was **resolved** to purchase a third pole at approx. £200 to enable the devices to be moved around the 3 locations with ease. A mounting board for £49 will also be required.

(c) **Great Bridgeford Playing Field update**

A number of parents and grandparents have been consulted. The majority would like to see a zip wire, basket swing, climbing frame and picnic tables.

It was **resolved** that Cllr Price would get 3 quotes for the above scheme and then the Council would consider the availability of grant funding such as Tesco and Awards for all to cover a significant portion of the cost.

18/5/08: PLANNING MATTERS

(a) 18/29557/HOU – 1 Jasmine road, Great Bridgeford – Side extension to form additional bedroom and ensuite.

It was **resolved**: The Borough Council be advised that the Parish Council has no objections to this application.

18/5/09: GRANT REQUESTS

(a) from St Matthew's Church Derrington towards refurbishment projects

(b) from Derrington Village Hall towards air-conditioning in the Hall

It was **resolved** to give each project £1000.

18/5/10: PARISH COUNCILLORS REPORT

- Cllr Vaughan advised that she had reported the speed sign in Derrington when approaching from Newport Road as it is at a 45 degree angle. This is on the work list to be resolved. She further reported the broken sign on Long Lane has been fixed
- Cllr Busby advised the Community Speedwatch team have been out weekly in Derrington
- Cllr Hodgkins advised that EON will be carrying out works on trees near Beeches Farm in Seighford and EON will email the Parish Clerk with the details.
- Cllr Price advised that the start date for the planning appeals is still to be confirmed. Once this procedure is issued the Council can obtain quotes for either a planning barrister or a planning consultant and the council can decide whether to take this forward by holding an extraordinary meeting.

18/5/11: HONORARY FREEMAN/WOMAN

A report with the information about bestowing awards had been circulated by the clerk to all members. It was **resolved** to hold an additional meeting following the January meeting to resolve and decide on potential recipients

18/5/12: DATA PROTECTION

A report and policies had been circulated to all members by the Clerk.

It was resolved to adopt the following policies and register with the Information Commissioner at a cost of £40.

Documents adopted:

1. Data Audit Schedule
2. Information and Data Protection Policy
3. General Privacy Notice
4. Email Privacy Notice
5. New Councillor Privacy Notice
6. Management of Transferable Data Policy (Removable media)
7. Document Retention and Disposal Policy with appendix of documents for retention and disposal
8. Data Breach Reporting form
9. Subject Access Request form
10. Data Protection Impact Assessment (DPIA) Policy
11. DPIA Assessment Form

18/5/13: HIGHWAYS, FOOTPATHS and PLAYING FIELDS

(a) Playing fields inspection 2018

The playing inspectors report had been received and circulated.

It was **resolved** that Cllr Price would meet B Moseley to obtain a quote for the small works to be done and report back with a costing for approval.

Cllr Hodgkins agreed to visit Seighford and see if some of the minor issues raised could be resolved.

Cllrs Busby and Vaughan agreed to do this for Derrington.

18/5/14: ELECTIONS

Vacancies on the Parish Council were discussed as several members will be retiring from the Council at the end of their term.

It was **resolved** to place a notice in the Parish Magazines in Derrington and Seighford to make people aware of the elections and the vacancies which may arise. This will be included between January and April and notices will be placed on the noticeboards.

18/5/15: NEXT MEETING

The Chairman asked Councillors to provide any items for the agenda for the next meeting be held on 21 January 2019 at Seighford Village Hall

18/5/16: MEETING CLOSE

As there was no further business, the Chair declared the meeting closed at 9.55pm