



SEIGHFORD PARISH COUNCIL

DRAFT MINUTES OF A VIRTUAL COUNCIL MEETING HELD AT 7.30PM ON 16TH NOV 2020

Present: Cllr David Price (Chair)
Cllr John Busby
Cllr Neil Brown
Cllr Mark Turnbull
Cllr Mark Hodgkins (due to internet issues joined meeting during item 3)

In attendance: Cllr Jeremy Pert County Councillor
Cllr Mark Winnington County/Borough Councillor

Teresa Merchant-Murphy Clerk
2 members of the public

03/12/01: TO RECEIVE APOLOGIES, RECORD ABSENCES
Cllr Ray Sutherland, Borough Councillor.

03/12/02: DECLARATIONS OF INTERESTS

- a) None were declared
- b) No written requests for dispensations had been received.

03/12/03: PUBLIC OPEN FORUM

Mr Jacques reminded the Parish Council that planning permission was granted with no objection from the Highways Department despite the parking at the Red Lion public house having not been a condition of this planning approval. He therefore believes Stafford Borough Council (SBC) has a duty of care regarding the issue of car parking in the village. Leader of the Council, Mr Patrick Farrington, has written to Mr Jacques informing him that he is referring his complaint due to "Mr Jacques's accusation of SBC at fault" in this matter and will be unable to respond further. Mr Jacques thanked the Parish Council for their continued support and for allowing his contribution tonight.

(Cllr Hodgkins joined the meeting after encountering problems with Zoom technology).

Mr Wood reported he had met with the Woodland Trust and confirmed once again that there would be no parking provided on the Millennium Green.

03/12/04: UPDATES FROM BOROUGH/COUNTY COUNCILLORS

Borough Cllr Winnington provided the following updates:

- The signpost at the end of the lane in Derrington has been repaired
- There had been an influx of water in Mount Pleasant, Derrington which he had visited along with Rose Cottage, Long Lane where there was continuous running of water The Chair was aware of this problem and had reported it
- Cllr Winnington had spoken to the Drainage Team and hopes the situation would be remedied as sewage residue has been in evidence.

County Cllr Pert provided the following updates:

- The growth of Covid-19 in Staffordshire has levelled off but we are likely to come out into local tiering. The positive cases of Covid-19 in the University Hospital of the

West Midlands (UHWM) are reported to be higher than elsewhere and it is important to reinforce the “Hands, Face and Space” message

- Nationally, unemployment is running at 6.3% against 2.8% last year. In Staffordshire the figures are 4.8% this year against 2% last year and Stafford 4.2% this year and 1.7% last year. In mid-September there were 40,000 people on furlough in Staffordshire. There is a need for proactive and pre-emptive work ahead of the planned end of furlough at the end of March 2021
- There is a push on apprenticeships across the County and any ideas should be sent to Cllrs Pert and/or Winnington
- Reference was made to three one-hour webinars to be made available by SBC on the 2nd and 3rd December to include topics such as Mental Health and sustainability in the voluntary sector. Expect to receive an email with all the details imminently
- The SBC Community Awards will be available on-line on the 26th November with a virtual buffet!
- The £2m announced for drainage and gully works is beginning to be delivered
- Cllr Winnington raised his concern over the effect of this second lockdown on mental health and will signpost those reported to him. Cllr Pert welcomed Cllr Winnington leading on this.

03/12/05: MEETINGS OF THE PARISH COUNCIL

- a) The minutes of the meeting of the 21st September were accepted as a true record and would be signed by the Chair
- b) With reference to minute 28/09/04 – the grass cut has been completed
- c) With reference to minute 28/9/08 – Cllr Hodgkins has seen the Speed Safety Van in Great Bridgeford.

03/12/06: PLANNING MATTERS

The following applications have been received since the last meeting:

- (a) Reference 20/32806/FUL – White Hart Farm, Eccleshall Road, Great Bridgeford - to demolish existing building and rebuild after damage caused by recent gales
- (b) Reference 20/33043/FUL– Airfield Poultry Unit, Clanford Road, Seighford – to extend the hard-standing apron for approved poultry unit to enable easier vehicular turning without going over grass
- (c) Reference 20/32907/FUL– Land at Blackhole Lane, Derrington – to build 3 stables with tackroom, haystore and implement shed
- (d) Reference 20/33150/HOU – Sandford House, Eccleshall Road, Great Bridgeford – to build a single storey side/rear extension with internal and external modifications.

No objections had been raised to any of these planning applications and were unanimously agreed.

03/12/07: CAR PARKING IN CHURCH LANE AND MEADOW LANE, DERRINGTON

Cllr Busby confirmed that progress on this matter is very slow and is likely to take a long time to resolve. Cllr Sutherland is giving this matter his attention. Councillors will be aware that Mr Jacques regularly sends photographs of the parking problem highlighting the possibility of accidents.

03/12/08: CHAIRMAN’S REPORT

- a) The Chair reported that a hedge cutting contractor had backed his tractor into the speed device mounting pole. An insurance claim has been lodged with Mr Stubbs’ insurers and liability is not disputed. This settlement is preferable as our insurance has a £400 excess. The device will be returned to Elan City, France who will arrange a courier collection. The Chair thanked Cllr Hodgkins for his repair to the pole at a cost of £100. Two new batteries have been given by Elan City and the Chair reported

- being able to buy 2 more at a good price. Cllr Turnbull asked what will happen about the dog waste bin which was attached to the pole. The Chair had emailed StreetScene, who did not have permission to attach the bin to the pole, asking them to replace it but it must not be attached to the speed device mounting pole
- b) The Chair reported that Mr Paul Stevenson of The Copse, Eccleshall Road, Great Bridgeford has offered to take on the speed sign duty
 - c) The S106 agreement process has been exceedingly slow and the Chair has written of his concern on this to the Leader of the County Council, Mr Patrick Farrington
 - d) All grant applications have been paused and/or delayed due to Covid-19. The Clerk will be writing to Ian Curran, Head of Law to enquire about the Parish Council obtaining the freehold of the Great Bridgeford Playing Field or a 75-99-year leasehold. The application to the Staffordshire Community Foundation has encouraged the Council to put another application in and the grant application to the Asda Foundation was subject to the suspension of the process during the first lockdown
 - e) The Chair has drawn up Playing Field Inspection Sheets and a roster for 4-weekly inspections. These will supplement Alan Dymond's inspections which generally take place in March, June, September and December. The Clerk will send inspection sheets out to councillors according to the roster and when completed they should be returned to the Clerk
 - f) Cllr Busby assisted by Mr Crates completed the Derrington letter drop the previous weekend. The Chair expressed his thanks to Cllr Busby and asked the Clerk to send a letter of thanks to Mr Crates with a donation to a charity of his choice
 - g) The 2 skid risk signs at the junction of Main Road, Seighford and Clanford Road have been removed therefore it is necessary to press for a more permanent solution. Cllr Winnington will take this matter up along with the state of gullies in the Parish and the potholes at the Derrington junction with the A518
 - h) The Chair reported that he had spent time on an on-line response to the Planning White Paper and thanked Cllr Turnbull for his input. It is noted that there is a real need for the planning system to be speedier with more digitalisation.

03/12/09: CLERKS REPORT

- a) The Clerk began by thanking the Chair for agreeing her virtual attendance at the SLCC National Conference at a cost of £30. Sessions included Came and Company, the Local Council Insurers presenting an informative talk about Understanding Risk during Covid-19, Budgeting in Uncertain Times and the Model Code of Conduct
- b) The Clerk had a very useful session with Alex Round, our website contact at SCC Digital Services and is feeling more confident about the work ahead
- c) Until our new website is live information is published on the GB website including agendas and minutes and public information on topics such as the influenza vaccination, arrangements for Remembrance Sunday and an update on the progress of our new website
- d) Two contact forms have been sent to Parish Online but no response has been received.

03/12/10: PARISH COUNCILLORS REPORT

- Cllr Busby raised the concerning issues of flooding in Long Lane coupled with the ongoing parking problem and the need to fill two Derrington Councillor vacancies
- Cllr Turnbull reported that the litter pick involved members of the Plymouth Brethren. Since the litter pick 3 crates of empty milk bottles had been dumped and thought to be left by railway workers. Litter picks will continue on a quarterly basis but the intention is to move to bi-monthly if more villagers could take part. Only 3 of the 10 involved at the last pick were villagers. The Chair requested that a litter pick take place on the A5013

- The footpath over land at Bridgeford Hurst Farm had been closed. Negotiations had taken place with Seighford Settled Estates and the Estate had granted a permissive path for dog walkers who will need to register with Councillor Turnbull using the email address “dogw”. Twenty dog walkers have registered but more were using the path
- Councillor Hodgkins reported that plans for the 65 bed hotel and spa at Seighford Hall will be issued in the very near future. The missing fireplace had been found. Roof repairs had been carried out, a ha ha wall had been exposed and pools had been reinstated. In addition the new access onto Clanford Road between New Grange Farm and Great Bridgeford needs more signage and the Clerk is asked to report this to County Highways
- Cllr Brown had nothing to report.

03/12/11: NATIONAL LOCKDOWN

- a) The Chair made reference to an email received from Neighbourhood Alert regarding actions Parish Councils should consider and take a lead on during this difficult period. (This email was forwarded to councillors on 18th November). Actions include setting up a Calling Tree, Calling and Kindness cards etc., Cllr Turnbull is involved with GB Village Hall for those in the community who are struggling. It is hoped that a Village Hall Committee meeting may be able to take place in December.

03/12/12: PARISH FINANCES

- a) The Clerk had sent an update of expenditure to budget to Councillors. The Chair reported that the Play Area Inspections budget will be overspent as the budget was based on 3 inspections rather than the 4 planned. The report was accepted.
- b) The following were submitted for approval for payment:

a) Payments approved and made prior to meeting:-

Payee	Details	Total	VAT incl.
Staffs Parish Councils Assoc	Budgets and Precepts Course – 29.09.20	25.00	
SLCC	National Virtual Conference - w/c 12.10.20	30.00	5.00

b) Payments to be approved for payment :-

Payee	Details	Total	VAT incl.
Staffs Parish Councils Assoc	Surviving Year end audit Course – 12/1/21	25.00	
Office Costs – Teresa MM	Zoom, stamps, Norton sub, Arnold Baker	140.06	8.97
Salary Teresa MM	October 2020 salary	243.24	
Salary Teresa MM	November 2020 salary	243.04	
Autela Payroll Services	July – October 2020	68.34	11.39
JDM Price	Batteries for speed signs	79.97	13.33
JDM Price	Certificate of posting (Stubbs)	2.06	
St. Chad’s Church, Seighford	Donation	400.00	
St. Matthews’ Church, Derrington	Donation	400.00	

All payments were unanimously approved.

- c) The Clerk had sent a bank reconciliation to Councillors. The bank reconciliation was accepted.

03/12/13: BUDGET PROJECTS FOR 2021/22

The Chair asked for consideration be given for the Play Equipment Contribution (line 6.2 on budget spreadsheet refers) to be increased to £6,000 to enable the Council to buy and install one piece of equipment. The total cost of the GB play equipment is £25,000 to include 3 extra play items, safety surfacing and seating. Cllr Brown thought it a good idea to get started as it showed our commitment to scheme. Cllr Turnbull asked how we would source equipment. The Chair reported that tenders had been received from 4 suppliers.

03/12/14: COUNCILLOR TRAINING SCHEME

- (a) Approval was agreed for Cllrs Price and Busby to undertake the SPCA Planning training when it becomes available at a cost of £30 each
- (b) Approval was agreed for the Clerk to undertake the Budgets and Precepts course and the Surviving the Year End Audit course at a cost of £25 each
- (c) Approval was agreed for the Clerk to attend the virtual SLCC Annual Conference at a cost of £25 plus VAT.

03/12/15: STAFFING MATTERS **(members of public to be excluded whilst confidential information is discussed)**

Cllr Pert requested permission to leave meeting, The Chair granted his request. The Clerk, declaring an interest, left the meeting.

- (a) The Chair and Vice Chair had distributed a paper prior to the meeting on the terms and conditions of the Clerk's employment with two associated recommendations. The recommendations were unanimously agreed.

The Clerk was invited to re-join the meeting.

03/12/16: NEXT MEETING

The next meeting will take place virtually on Monday 18th January 2021 at 7.30pm.

03/12/17: MEETING CLOSE

As there was no further business the Chair thanked the Councillors and the Clerk and declared the meeting closed at 9.15pm.