

***SEIGHFORD PARISH COUNCIL***

**MINUTES OF A COUNCIL MEETING HELD ON 18 NOVEMBER 2019 AT SEIGHFORD VILLAGE HALL**

|  |  |  |
| --- | --- | --- |
| Present: | Cllr David Price (Chair) | Cllr Carole Allen |
|  | Cllr Neil Brown | Cllr Mark Turnbull |
|  | Cllr Mark Hodgkins | Cllr Charlotte Darvill |
| In attendance: | Lisa Horritt | Locum Clerk |
|  | + 2 members of the public |  |

## 19/11/01: TO RECEIVE APOLOGIES, RECORD ABSENCES

Apologies were received from Cllr John Busby

## 19/11/02: DECLARATIONS OF INTERESTS

No declarations of interests were made.

No written requests for dispensations had been received

## 19/11/03: PUBLIC OPEN FORUM

The public had no additional questions to raise.

## 19/11/04: UPDATE FROM BOROUGH / COUNTY COUNCILLORS

None available.

## 19/11/05: MEETING OF THE PARISH COUNCIL 16th SEPTEMBER 2019

1. Minutes

It was unanimously **resolved**: the minutes of the Council Meeting on 16th September 2019 be accepted as a true record and signed by the Chairman.

1. Actions since the last meeting

Website Accessibility

This will be c/f to January agenda for action

Churchyard Grants – the Clerk has written to both churches requesting copies of invoices/receipts for work relating to the grant amounts. None have been received to date.

Dog waste bags

The Council would like to review the possibility of using free bags via Stafford Borough council rather than paying for the refills from JRB. It was confirmed that enquiries will be made about potential handmade boxes for dispensing and potential additional ones in Derrington Village.

Playing Field – the igloo has been repainted at Great Bridgeford.

## 19/11/06: PLANNING MATTERS

19/30947/FUL – Retrospective permission for pond South of Hazel Grove, Holly Lane, Lang Compton  
It was agreed there were no objections to this application.

## 19/11/07: PURCHASE OF OFFICE EQUIPMENT FOR CLERK

A report had been circulated to Councillors prior to the meeting. It was resolved to:

1. purchase the items in the report comprising of laptop, printer, anti-virus, Microsoft office and cloud storage.
2. Confirmed the budget for this of £595 including VAT for the items overall
3. Confirmed to vire funds from Highways Budget to one off purchase of computer equipment
4. Confirmed that they would issue the budgeted amount of £595 to the locum clerk via a cheque in order for the above to be purchased and set up.

## 19/11/08: PARISH FINANCES

* 1. **Update on expenditure against budget for 2019/20**

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

* 1. **Accounts for Payment**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **To be paid** |  |  |  |  |
| **Paid To** | **Details** | **Amt** | **VAT** | **Total to pay** |
| L Horritt | Payroll - Oct 19 | 291.03 |  | 291.03 |
| L Horritt | Payroll - Nov 19 | 291.03 |  | 291.03 |
| JRB | Dog dispenser gloves - Derrington | 236.25 | 47.25 | 283.50 |
| JDM Price | Paint and materials for igloo painting | 27.07 | 5.43 | 32.50 |
| L Horritt | Office Costs 16th Sept to 18th November | 29.75 | 0.66 | 30.41 |
|  |  |  |  |  |
|  |  |  |  | 928.47 |

**It was resolved to approve the accounts for payment**

* 1. **To approve the Bank Reconciliation**It was **resolved** to approve the bank reconciliation. This was signed by the Chairman and Clerk.
  2. **To discuss budget projects for 2020-21**The Clerk circulated draft versions of the budget with basic information included. It was suggested that Councillors digest these outside the meeting and consider projects they would like to complete next year. It was noted that the Great Bridgeford Play Area project is included and members will discuss how this will be funded as part of the budget process.

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## 19/11/09: CHAIRMAN’S REPORT

1. **The Green, Seighford**

Despite writing to Stafford Borough Council on 29th July 2019 to confirm the requirements in relation to the Section 106 work and transfer, no response has been received.

The transfer of the land is now several years overdue and both homes are up for sale.

It was **resolved** to instigate a complaint to Stafford Borough Council to see if this will facilitate action.

# Great Bridgeford Pavements and Fence update

The pavement works are still in progress. Eccleshall Road has been completed and Newport Road is now underway. Some repairs to the carriageway have been completed at the same time. It was confirmed that the path from the bus stop to Worston Lane on Eccleshall Road is not included in the scheme.

The fence opposite the Railway Cottages in Great Bridgeford has been replaced during the works. This has significantly improved the area and they have been laid with concrete posts behind to prevent slippage.

# Tree planting request – Great Bridgeford

A request had been received from a local resident about planting trees in Great Bridgeford particularly in road named by trees including Cherry Tree Close, Magnolia Close etc.

Parish Councillors agreed with the idea of improving the environment and the importance of trees. However, they noted past issues including planting trees in the play area at Great Bridgeford and several years later having to remove them due to the damage caused to properties by the roots.

It was noted that this would need to be an initiative by individual properties but it was also noted that many of the gardens on the estate are small and that tree roots could cause issues.

## 19/11/10: PARISH COUNCILLORS REPORT

* Cllr Darvill had raised about the potential for a Parish Council facebook page. This was discussed briefly but no resolution was made. This will be carried forward to January as it was mentioned again several times during the meeting.
* Cllr Darvill had also received an offer to trim back overgrown footpaths on the way to the Millenium Green. The Council confirmed it was acceptable for volunteers to do this.
* It was noted that a large number of temporary road signs have been left in Seighford. Mark Winnington has been informed of this.

## 19/11/11: HIGHWAYS, FOOTPATHS and PLAYING FIELDS

1. Play Inspections for 2020-21   
   It was agreed that Alan Dymond would continue to inspect the play areas at a cost of £119.97 per visit. There will be 3 visits per year.
2. Hedgecutting   
   The Clerk will follow up as costs have not been received
3. Proposed Play Area Update  
   Quotes have been received between £23-30k. Funding is now required. Cllr Price will look at this, various schemes including Tesco are currently closed to new applications.  
   It was suggested to visit businesses on Ladfordfields to see if they would sponsor any equipment. A working group of Cllrs Price, Darvill and Turnbull was agreed to move this forward.
4. Seighford Ford  
   Issues including the Ford being deeper than signage suggests was discussed. Local individuals are carrying out work to resolve this in the near future. Signage is also difficult to see from both ends approaching the area.

**To exclude members of the public and press whilst confidential information is discussed**

## 19/11/12: STAFFING MATTERS

No resolution was made to appoint the new Parish Clerk

Cllrs resolved to take advice from HMRC about the tax treatment of homeworking allowance and did not make any further resolutions in relation to payment of this.

## 19/11/13: NEXT MEETING

Agenda items to include:

Budgets, Parish Council Website, Parish Council Facebook page

## 19/11/14: MEETING CLOSE

As there was no further business, the Chair declared the meeting closed at 9.46pm