



# SEIGHFORD PARISH COUNCIL

*Minutes of the Extraordinary meeting of  
Seighford Parish Council held  
at Seighford Village Hall on  
Tuesday 26 March 2024  
Starting at 7.30pm*

Kelly Day & RFO: Tel: 07931 167 081 E-mail: clerk@seighford-pc.org.uk

Present

Councillor J Busby (Chairman)

Councillor D Price

Councillor R Wilkes

Councillor M Turnbull

SCC Mark Winnington

SBC Councillor Jack Rose

Members of the Public –

Kelly Day – Clerk

1	26/03/24/1 <b>To receive apologies and accept and record any reasons for absence:</b> Cllr Mark Hayward (Vice Chairman) Cllr Neil Brown Cllr Mark Hodgkins
2	26/03/24/2 <b>Declaration of interests:</b>  N/A
3	26/03/24/3 <b>Public Open Forum:</b>  1) M Eld Could an item be considered for next agenda meeting as to whether Seighford should have an extra parish councillor. Cllr Price said it has a smaller population than the other 2 wards. M Eld said more houses now so larger population.
4	26/03/24/4 <b>To discuss the next stages for the proposed playing field in Seighford</b>  Planning Application to be done so Cllr Price offered to do it on behalf of the Parish Council as has experience in that area. Cllr Busby said first things it so put a new fence up. Labour and materials for fence around £600. Depends on when heads of terms have been accepted and contract signed. M Eld said Estate has solicitor and Cllr Price said Parish Council should appoint its own solicitor for checking and signing and get a solicitor to do the all elements at the same time including: <ul style="list-style-type: none"><li>• Change of use</li><li>• Heads of Terms</li><li>• Planning permission</li></ul>

	<ul style="list-style-type: none"> <li>• Agree tenancy</li> </ul> <p>Solicitor to act on behalf of SPC in respect of granting of the lease. Hutsby Mees</p> <p>Need two more quotes for fencing and need to agree what items to buy. Cllr Busby suggested trying Playbark.com for more quotes.</p> <p>MOP said realistically this won't be ready this year. M Eld said speed things up we could ask for early access so we can get the fence up. He also suggested that planning application will need to include what equipment etc we are planning and location before installing to satisfy this.</p> <p>Action: Chair to instruct Hutsby Mees to represent Parish Council with this</p>
5	<p>26/03/24/5</p> <p><b>To discuss and agree arrangements for the implementation of the Housing Needs Survey for the three wards this spring</b></p> <p>Cllr Price said it doesn't need to ask the question will your children be able to buy a house as already covered by asking if anyone has had to leave the village.</p> <p>Cllr Price said they need to be counted in and out. MOP suggested coinciding it with the recent voting stations for crime and police commissioner.</p> <p>Cllr Turnbull said the questionnaires are too generic and seems a lot of work with little return. Could ask people to drop back to village halls or email back. MOP suggested coding them so we know what went out.</p> <p>Action: Clerk to get quotes and get them printed.</p> <p>M Eld suggested adding whether people want leisure facilities in Seighford to the questionnaire which can be used if any problems with planning permission.</p> <p>Quantities:  Derrington 380  Seighford 125  Gr Bridgeford 335</p> <p>It was agreed to drop leaflets off and collect them a week later but give other alternatives such as drop off at the village halls or email to Clerk.</p>
6	<p>26/03/24/6</p> <p><b>To seek approval for Mark Hodgkins to be contracted for his grass cutting services in Seighford throughout 2024</b></p> <p>At the last meeting a MOP said we should get more quotes as we would for anything this not just accept one quote. Accept Mark quote this year</p> <p>Next year in December's meeting we need to get 3 quotes for the contract.</p> <p>Proposed by Cllr Price    Seconded by Cllr Turnbull. Unanimous.</p>
7	<p>26/03/24/7</p> <p><b>To decide whether to do a leaflet drop in Derrington to advertise the vacant seat on the Derrington Ward</b></p> <p>Leaflet drop after 19<sup>th</sup> April with the Housing Needs Survey.</p> <p>Same amount to order as housing needs survey.</p>

	Proposed Cllr Price Seconded Cllr Wilkes. Unanimous.
8	<p>26/03/24/8</p> <p><b>To provide an update on the outcome of an independent audit carried out on unpaid HMRC payments and to consider their recommendation to make payments by direct debit</b></p> <p>Councillors agreed to pay by direct debit to save any future missed payments. Cllr Price to ring Lloyds to set it up. Proposed by Cllr Turnbull Seconded Cllr Price. Unanimous</p>
9	<p><b>Parish Finances:</b></p> <p>(a) To approve accounts for payment Proposed by Cllr Wilkes. Seconded by Cllr Price. Unanimous</p>
10	<p><b>To discuss and agree SPC news in the two church parish magazines</b> Copy date is the 15<sup>th</sup> of each month but maybe bought forward by a month. Members to email the Clerk their contributions to the publications.</p> <p>Could write that progress has been made on the lease of Seighford playing field and advertise seat on Derrington Ward and talk about Housing Needs Survey but timing of meetings and publications don't align and publication date is too late after the meeting.</p>
	<b>Next meeting:</b> The Annual Parish Meeting will be held at Derrington Village Hall on Monday 15 <sup>th</sup> April 2024 at 7.30pm.
	The Chairman thanked members for their attendance and closed the meeting at 20:47

Annual Meeting leaflets in colour