



SEIGHFORD PARISH COUNCIL

*Minutes of the Meeting at
Great Bridgeford Village Hall on
Monday 18th November 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 M Hayward (Vice-Chairman)
Councillor D Price
Councillor R Wilkes
Councillor M Hodgkins
Councillor P Brown
Councillors D Burgess

SCC Mark Winnington

Members of the Public - 5
Kelly Day – Clerk

18/11/24/1

To receive apologies and accept and record any reasons for absences:

SBC Cllr Jack Rose (apologies)

18/11/24/2

Declaration of interests:

None declared.

18/11/24/4

Public Open Forum:

- The hedge by the village shop in Seighford has grown over. Unsure whose responsibility it is. **Action: Cllr Busby and Cllr Hodgkins to follow up and have offered to cut it back, subject to whose land it is on.**
- Bin on Seighford kick about field needed.
- Seighford Airfield noise continues. Waiting for update from SBC Cllr Jack Rose.
- The hazelnut trees, near Blackhole Lane, Derrington which are owned by the County Council, have been unlawfully uprooted and removed. SCC Winnington suggested asking Diane Firkins from SCC Highways to visit with Cllr Busby in attendance and to take it from there. **Action: Clerk to contact Cllr Winnington to arrange site meeting.**

18/11/24/5

Updates from Borough/ County Councillors:

SCC Cllr Winnington

Commented that SCC has invested more money into getting more pot holes filled, but they will be an on-going issue through the winter months.

SBC Cllr Rose

The chair read out an email from SBC Jack Rose, which provided an update on the Drive Me site at Seighford Airfield. It stated that the SBC enforcement team have now received the noise monitoring data from the site and is now in communication with Environmental Health regarding this. Cllr Rose said he will provide an update once the investigation is complete.

18/11/24/6

Parish Council Meeting held on the 16th September 2024 and Extraordinary Meeting held on 7th October 2024.

- a) The minutes of the meeting were approved as a correct record and signed.
Proposed by Cllr Price Seconded by Cllr Hayward Unanimous
- b) Matters arising not covered elsewhere on the agenda
- c) To discuss actions and outcomes from previous meetings

Training sessions:

The Chair would like to attend the Explore Chairmanship course in December. Cllr Burgess would like to attend Councillor Introduction in December. Proposed by Cllr Wilkes. Seconded by Cllr Brown. Action: **Clerk to confirm availability, costs and email round for final approval.**

Footpath 20 – the electric fences are still there, but have been covered. Pathways and bridges have not been improved. Action: **Clerk to chase Highways for update.**

From item 15/07/24/9: two willow trees on Blackhole Lane that are potentially hazardous. SCC Winnington suggested visiting with The Chair and Diane Firkins when they visit the site where the hazelnut trees were removed.

18/11/24/07

Planning matters:

None to report.

18/11/24/8

Parish Councillors Report:

Derrington

Cllr Wilkes

'Slow Cyclists' signs have been installed by Cllr Busby and Cllr Wilkes.

Cllr Hayward

The sign from Haughton towards town which shows the turning into Derrington has been knocked over. Action: **Cllr Hayward to send Clerk pictures so she can notify SCC highways.**

Thanked Roy Wood and the Millennium Green volunteers for refurbishing bench in Derrington playfield.

Great Bridgeford

Cllr Price

Queried whether the old laptop provided during his chairmanship can be disposed of. He confirmed that all data has been wiped from it. All councillors agreed.

Seighford

Nothing to report.

18/11/24/09

Chairman's report:

- 'Slow cyclists' signs now in place.
- Community Speed Watch still taking place.
- No current issues with bus service in Derrington, according to local users.
- Recently put the Gill Cox memorial signs up on the Derrington playfield with Cllr Price.

18/11/24/10

Highways, footpaths and playing field matters

- To provide an update on discussions with the Landlord over the Seighford Playfield since October's Extraordinary meeting.

No response from the Landlord on our current proposal. Cllr Busby proposed buying a piece of equipment to put on existing kick-about field that can always be removed is necessary. It was suggested the fence also needs replacing. **Action: Clerk to present 3 quotes for one piece of equipment or a multi-play to include a climbing frame, including safety flooring and other preparation work to a maximum of £10k for approval at January's meeting.**

- Councillors to provide an update on playing fields inspections.

The multi-play in Derrington is in disrepair and requires fixing. It was suggested that, if on-going repairs are needed, to consider investing in a new one in 25/26. Employing someone on an ad-hoc basis for equipment maintenance was also discussed. **Action: Clerk to revisit inspection process to ensure regular checks are being carried out.**

18/11/24/11

To report on the progress made with the legal transfer of land at Seighford Village Green to the Parish Council.

The transfer is currently awaiting the final signatory to complete the handover.

18/11/24/12

To present three quotes for the repair of the bus shelter and notice board in Derrington

Cllr Busby presented 3 quotes. The quote, offered by David Vincent, was agreed at £385. Proposed by Cllr Price. Seconded by Cllr Hayward. Unanimous.

18/11/24/13

To note the resignation of Councillor Mark Turnbull and next steps to fill the vacancy.

No request for an election, so Parish Council can co-opt. **Action: Clerk to send thank you card to Mark Turnbull and submit advert to local magazines and councillors so vacancy can be advertised, locally.**

18/11/24/14

Appointment of Parish Council representative to Great Bridgeford Village Hall Committee.

Cllr Price proposed Cllr Burgess who agreed to take up the position. Seconded by Cllr Wilkes. Unanimous.

18/11/24/15

To note the annual, national NALC pay agreement to the Clerk backdated to 1st April 2024.

Councillors noted.

18/11/24/16

To present the findings from the Housing Needs Survey.

Cllr Hayward presented the key findings from the survey which depicted a decline in demand for affordable housing compared to the 2011 survey. However, residents across all villages expressed a need for more shops and facilities.

Great Bridgeford had a 56% response rate, but Seighford and Derrington both had a very low response rate at 10% and 6% respectively. The overall response rate for the three villages was 26%.

Cllr Price raised concerns about the low response rates in Seighford and Derrington, suggesting this made the survey invalid. The Chair and councillors acknowledged this, but said we need a more user-friendly way for people to return surveys.

18/11/24/17

To approve dates and locations for all council meetings in 2025.

Mon 20th January - Great Bridgeford VH

Mon 17th March - Seighford VH

Mon 28th April - The Annual Parish Meeting - Derrington VH

Mon 19th May - Annual Meeting of Seighford PC - Great Bridgeford VH

Weds 11th June, extraordinary meeting to sign off AGAR – Seighford VH

Mon 21st July - Seighford VH

Mon 15th September - Derrington VH

Mon 17th November - Great Bridgeford VH

18/11/24/18

Cllr Mark Hayward to provide an update on the financial checks conducted for quarter two, ensuring that all internal finance controls have been accurately recorded and adhered to with any recommendations.

All councillors reviewed the report and agreed that all finance controls seemed to be in good order, properly documented and no discrepancies were found.

Proposed by Cllr Price. Seconded by Cllr Brown. Unanimous.

18/11/24/19

Finance – Clerk:

a) To approve bank reconciliation

b) To receive an update on expenditure against the budget for 2024/25

c) To approve accounts for payment (below)

Proposed by Cllr Hayward. Seconded by Cllr Busby. Unanimous.

CHQ/B/Amount	VAT	TOTAL	Payee	Reason for payment	Approval/minute ref num	Online authorisation
1817	£ 100.00	£ -	£ 100.00	Derrington Millennium Green Trust	Donation as a thank you for making two benches for Seighford playfield	16/09/24/11
3848				VQD-CHEQUE		
1819	£ 81.19		£ 81.19	HMRC	HMRC payment	statutory payment
BACS	£ 283.00	£ 56.60	£ 339.60	JDM Price (Cllr David Price)	Reimbursement new sign in Derrington playfield	16/09/24/10
	£ 464.19	£ 56.60	£ 520.79			David Price, Peter Brown
Above paid after September meeting and before November meeting						
BACS	£ 75.00	£ -	£ 75.00	Seighford Village Hall	Use of village hall in 2024	Stat payment
BACS	£ 244.00	£ 48.80	£ 292.80	JRB Enterprise Limited	dog dispenser bags	Agreed provider
BACS	£ 350.00	£ -	£ 350.00	Kelly Day	September salary	Stat payment
BACS	£ 350.00	£ -	£ 350.00	Kelly Day	October salary	Stat payment
BACS	£ 55.86	£ 11.16	£ 67.02	Kelly Day	Office Expenses	Stat payment
BACS	£ 64.35	£ 12.87	£ 77.22	John Busby	Reimbursement for parts to fix benches in Derrington play field	16/09/24/10
	£ 1,139.21	£ 72.83	£ 1,212.04			David Price, Peter Brown

d) To discuss proposals and projects for inclusion in the 2025/26 budget
Suggestions for councillors to explore and present to the January meeting include:

- Speed control measures in Seighford
- Outdoor equipment in Great Bridgeford, such as exercise equipment circa £15,000.

e) To consider the budget and approve the precept for 2025/26. It was agreed to keep precept at current level, proposed by The Borough Council at 0.2% Proposed by Cllr Price. Seconded by Cllr Hayward. Unanimous.

f) **In light of the balance of the current account, to discuss setting up an interest account with a bank or building society.**

Cllr Price suggested Stafford Building Society. **Action: Clerk to explore three options and present to January meeting for approval.**

18/11/24/20

Update from Village Hall Committee representatives

Seighford Village Hall

Cllr Brown attended in Cllr Busby's absence. It was noted that a new Chair has been appointed to the Village Hall committee. The Chair has invited Cllr Busby to switch on the village lights of which he has agreed to do.

Derrington Village Hall

Cllr Brown is awaiting their next committee meeting date.

Cooper Perry Primary School

Cllr Hayward reported that he has met the new head teacher and is keen to involve the Parish Council in celebrating the school's 150 year anniversary in 2025.

18/11/24/21

To discuss and agree SPC news in the two church parish magazines

The copy date for both magazines is the 15th of the month. Members to email the Clerk their contributions. Members to email the Clerk their contributions to the publications.

- Cllr Hayward successfully used AI to edit the minutes suitable for publication. It was agreed to continue this to provide concise highlights from each meeting.
- Clerk to submit vacancy for Great Bridgeford Ward and photos for Gill Cox memorial.

Next meeting: The next Parish Council meeting will be held at Great Bridgeford Village Hall on Monday 20th January 2025 at 7.30pm.

The Chairman thanked members for their attendance and closed the meeting at 21:35