



SEIGHFORD PARISH COUNCIL

To the members of Seighford Parish Council:

You are hereby summoned to attend The Meeting of Seighford Parish Council to be held at Seighford Village Hall on Monday 17th March 2025 starting at 7.30pm

The public and the press are cordially invited to be present but may be excluded from any item the council decides should be treated as confidential.

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

AGENDA

1	To receive apologies and accept and record any reasons for absences
2	Declaration of interests: a) To declare any personal, pecuniary or disclosable interests in accordance with the Code of Conduct and any possible contraventions under s 106 of the LGFA 1992. b) To note the receipt of any written requests for dispensation.
3	Time allocated: 10 mins (7:40) Co-Option To the vacancy on the Great Bridgeford Ward.
4	Time allocated: 10 mins (7:50) Public Open Forum: Maximum time available 10 minutes enabling residents to ask questions or raise issues of concern with each participant limited to three minutes.
5	Time allocated: 5 mins (7:55) Updates from Borough/ County Councillors
6	Time allocated: 5 mins (8:00) Parish Council Meeting held on 20th January 2025 a) To receive the draft minutes for approval as a correct record and sign. b) Matters arising not covered elsewhere on the agenda. c) To discuss actions and outcomes from previous meeting.
7	Time allocated: 10 mins (8:10) Planning matters: To consider any planning applications received since the last meeting: 25/40132/FUL Seighford Barn, Seighford 25/40133/LBC Seighford Barn, Seighford
8	Time allocated: 10 mins (8:20) Parish Councillors Report: Councillors to report on issues affecting their wards.
9	Time allocated: 5 mins (8:25) Chairman's report:

10	<p>Time allocated: 10 mins (8:35)</p> <p>Highways, Footpath & Playing Field matters:</p> <ul style="list-style-type: none"> • To report on the installation progress of the new piece of play equipment approved for Seighford. • To provide an update on discussions with the Landlord over the Seighford Playfield. • To approve a new playground inspection company for both operational and annual visits.
11	<p>Time allocated: 5 mins (8:40)</p> <p>Cllr Hodgkins and Cllr Hayward to provide an update on the reformatting and mapping of assets in Seighford and Derrington respectively, ready for approval in June 2025.</p>
12	<p>Time allocated: 10 mins (8:50)</p> <p>Community Health:</p> <ul style="list-style-type: none"> • To approve quotes to replace the pads and battery on the defibrillator at Great Bridgeford VH. • To discuss and approve making a donation to Gnosall First Responders following their defibrillator and CPR training at Derrington Village Hall. • To discuss and approve purchasing bleed kids for each Parish.
13	<p>Time allocated: 5 mins (8:55)</p> <p>To discuss permission for Cooper Perry Primary School to use the football field during school hours.</p>
14	<p>Time allocated: 5 mins (9:00)</p> <p>To provide an update on the stolen post boxes in Great Bridgeford.</p>
15	<p>Time allocated: 5 mins (9:05)</p> <p>To discuss whether to commission an external company to conduct the Housing Needs Surveys across all parishes again to get a more statistically valid result.</p>
16	<p>Time allocated: 5 mins (9:10)</p> <p>To discuss a grant application from Katharine House Hospice to purchase syringe driver lock boxes at a cost of £114.</p>
17	<p>Time allocated: 5 mins (9:15)</p> <p>To approve the printing and distribution of leaflets for April's Annual Meeting.</p>
18	<p>Time allocated: 5 mins (9:20)</p> <p>To consider commissioning an updated tree health and safety survey across the parish to assess the condition of existing trees and ensure public safety.</p>
19	<p>Time allocated: 10 mins (9:30)</p> <p>Finance – Clerk:</p> <ol style="list-style-type: none"> To approve bank reconciliation. To receive an update on expenditure against the budget for 2024/25. To approve accounts for payment. To approve projects for inclusion in the 2025/26 budget. To approve budget for 2025/26. To approve opening a Public Sector Deposit Fund account with CCLA and the transfer of an agreed amount of reserves from April 2025. To review and discuss the findings of the recent Interim Internal Audit conducted by Black Rose Solutions.

20	Time allocated: 5 mins (9:35) Updates from Community Committee representatives:
21	Time allocated: 5 mins (9:40) Personnel and Recruitment a) To note that the Clerk has successfully completed and passed the ILCA qualification. b) Clerk, Kelly Day to move to from SCP11 to SCP12 in line with the NALC salary scale with effect from 1 st April 2025. c) Approval for The Clerk, Kelly Day, to undertake CiLCA during 2025/26 at a cost of approximately £1,000 inc VAT.
22	To discuss and agree SPC news in the two church parish magazines
	Next meeting: The Annual Meeting of Seighford Parish Council will be held on Monday 28 th April 2025 at Derrington Village Hall.
	Meeting Close