



SEIGHFORD PARISH COUNCIL

*Minutes of the Meeting held
at Seighford Village Hall on
Monday 17th March 2025
Starting at 7.30pm*

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

Present

Cllr J Busby (Chairman)
Cllr D Price
Cllr R Wilkes
Cllr M Hodgkins
Cllr D Burgess
Cllr C Blackmore
Cllr P Brown

Abbreviations:

Cllr: Councillor
SPC: Seighford Parish Council
MOP: Member of the Public
SCC: Staffordshire County Council
SBC: Stafford Borough Council
SLCC: Society of Local Council Clerks
SPCA: Staffordshire Parish Councils' Association.

Members of the Public - 9
Kelly Day – Clerk

17/03/25/1

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

SPC Cllr Mark Hayward (apologies)
SCC Cllr Jeremy Pert (apologies)

17/03/25/2

Declaration of interests:

- Peter Brown declared an interest in item 12
- Kelly Day, Clerk declared an interest in item 16

17/03/25/3

Co-option - to the vacancy on the Great Bridgeford Ward

Christine Blackmore was co-opted onto the council. Unanimous vote.

17/03/25/4

Public Open Forum:

Sheep repeatedly escaping from Seighford Fishing Lakes.

17/03/25/5

Updates from Borough/ County Councillors:

None present.

17/03/25/6

Parish Council Meeting held on the 20th January 2025

- a) The minutes of the meeting were approved as a correct record and signed. Proposed by Cllr Busby. Seconded by Cllr Wilkes. It was agreed to amend the term 'Landlord' in minute number 20/01/25/3 to 'Representative.'
- b) Matters arising not covered elsewhere on the agenda.

- c) To discuss actions and outcomes from previous meetings.
- Condition of Dale Road, Haughton – no current update.
 - Bark under the swing in Derrington park urgently needs topping up. **Action: Cllr Busby to order new bark asap and agree who will replace it.**
 - It was suggested to add confidentiality and removal of council electronic information from personal devices onto Declaration of Acceptance of Office.
 - Copy date is now the 10th of each month for the two church parish magazines.

17/03/25/7

Planning matters:

James Joyce (Managing Director, Blue Healthcare)

Aaron Bibby (Business Development Director, Blue Healthcare)

James Joyce and Aaron Bibby attended the meeting to represent their application for a new private-sector day school. The school will provide specialist education for primary school-aged children (5–12 years) with learning difficulties. The key details of the proposal are:

- A maximum of 36 children who will be transported from other regions using local authority transport.
- 22 staff members.
- Primarily operating within normal school hours, though likely children will arrive slightly earlier than in mainstream schools.
- The main entrance will be at the Seighford Barns end.
- A road survey has been conducted as part of the planning process, with results pending.
- Public meetings will be held in due course to discuss the plans.
- It was confirmed that Seighford Hall will no longer be converted into a spa hotel, and while no decisions have been made, Blue Healthcare did not rule out the possibility of linking it to the school in the future.

Concerns Raised:

- Cllr Price expressed concerns about the suitability of Clanford Road due to the lack of footpaths and poor visibility.
- The Local Planning Authority (LPA) has lost the right to ‘call in’ the application, as the deadline for this was 7th March. Additionally, the application was not submitted to SPC until the 10th March.

Parish Council response:

- Due to concerns over the likely increase in traffic, safety and current road conditions on the main approach and entrance to the school, it was agreed that SPC object to the application. Proposed by Cllr Price. Seconded by Cllr Brown.

17/03/25/8

Parish Councillors Report:

Derrington

Cllr Wilkes

- Thanked Cllr Brown for organising the defibrillator evening in Derrington which had a good turn-out and was very informative.
- Chased SCC Country Parks Manager, Tim Cleary for the new speeding signs on the Derrington Track, but no response as yet. Frustrated and disappointed with the lack of action and follow-up from the County Council.

Great Bridgeford

Cllr Price

- Cllr Burgess and Cllr Price met with SCC Cllr Pert to discuss a drop kerb on Jasmine Close linking to Jasmine Road to improve accessibility for mobility scooters. Cllr Pert said there is no SCC funding available and feasibility study will be needed and paid upfront. Cllr Price said SPC can't justify using Parish Council funds to pay for it.
- Stone First Responders to hold CPR class in Great Bridgeford.
- Raised the issue of mole hills over Great Bridgeford field.
- Highlighted the continued state of the footway along A5013, Eccleshall Road to Creswell which is very narrow and dangerous with heavy traffic and large vehicles.

Cllr Burgess

- Completed maintenance check on Great Bridgeford field. Most play equipment is in good condition and repaired the caterpillar rocker. The swings are a little wonky and need adjusting, but bolts are seized so they need loosening. Mats are slippery and need addressing.

Seighford

Nothing to report.

17/03/25/9

Chairman's report:

- Attended opening of The Gill Cox memorial field, which was well attended.
- Hazelnut trees have now been replaced. Cllr Burgess suggested an opening ceremony for the trees and will contact local MP.

17/03/25/10

Highways, footpaths and playing field matters

- **To report on the installation progress of the new piece of play equipment approved for Seighford.**

Cllr Busby met with the chosen provider to agree location. Deposit has now been paid and the equipment has been ordered.

- **To provide an update on discussions with the Landlord over the Seighford Playfield.**

Seighford Estate representative, Michael Eld met with James Pyrah, from PFK, Seighford Settled Estate Trustees. Mr Eld confirmed that the objection to future planning applications clause had now been removed from the tenancy agreement, but asked for SPC's position on the Lift and Shift clause and whether the agreement could now be drawn up and finalised. It was agreed for this to be discussed further at an Extraordinary Meeting.

- **To approve a new playground inspection company for both operational and annual visits**

It was agreed for Inspect Online to be the new provider for quarterly and annual inspections for all three playfields. Proposed by Cllr Burgess. Seconded by Cllr Wilkes.

17/03/25/11

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>To be discussed at Extraordinary Meeting</p>
<p>17/03/25/12</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. <p>Great Bridgeford Village Hall currently maintain the defibrillator, which is owned by SPC. The pads and battery are due for replacement and a quote for £323.90 was chosen from AED. However, Cllr Brown suggested asking Eccleshall First Responders who link up with West Midlands Ambulance Service to ask if they can re-fit and re-arm at no cost. Action: Cllr Price to enquire about this before purchasing the new pads and battery.</p> <ul style="list-style-type: none"> To discuss and approve making a donation to Gnosall First Responders following their defibrillator and CPR training at Derrington Village Hall. <p>Cllr Brown left the room. It was agreed to make a donation of £100. Proposed by Cllr Price. Seconded by Cllr Wilkes.</p> <ul style="list-style-type: none"> To discuss and approve purchasing bleed kits for each Parish. <p>Designed to stem flow of blood until emergency services arrive. Suggested putting in defibrillator box. Cost is £85 per kit to last around 3 years. Cllr Brown to investigate use of bleed kits further and how they can be stored.</p>
<p>17/03/25/13</p> <p>To discuss permission for Cooper Perry Primary School to use the football field during school hours.</p> <p>Action: Clerk to find sub-letting tenancy agreement with football team before any decision can be made.</p>
<p>17/03/25/14</p> <p>To provide an update on the stolen post boxes in Great Bridgeford.</p> <p>Jasmine Road post box stolen as well as other local areas. Action: Clerk to ask Royal Mail when it will be replaced.</p>
<p>17/03/25/15</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> <p>To be discussed at Extraordinary Meeting</p>
<p>17/03/25/16</p> <p>To discuss a grant application from Katharine House Hospice to purchase syringe driver lock boxes at a cost of £114.</p> <p>To be discussed at Extraordinary Meeting.</p>
<p>17/03/25/17</p> <p>To approve the printing and distribution of leaflets for April's Annual Meeting. Corrected to Annual Parish Meeting. For discussion at imminent extraordinary meeting.</p> <p>To be discussed at Extraordinary Meeting.</p>

17/03/25/18

To consider commissioning an updated tree health and safety survey across the parish to assess the condition of existing trees and ensure public safety.

To be discussed at Extraordinary Meeting.

17/03/25/19

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.

CHQ/BACS	Amount	VAT	TOTAL	Payee	Reason for payment	Approval/minute ref num
BACS 13	£ 5,000.00	£ 1,000.00	£ 6,000.00	Elevate Play Ltd	New Seighford climbing frame	20/01/25/9
	£ 5,000.00	£ 1,000.00	£ 6,000.00			
				Above paid after Jan meeting and before March meeting		
BACS 14	£ 35.00	£ 7.00	£ 42.00	SPCA	Cllr introduction - training course	18/11/24/6
BACS 15	£ 393.33	£ 78.67	£ 472.00	Stafford Borough Council	Civic Amenity Visits 2025	20/01/25/15
BACS 16	£ 365.10	£ -	£ 365.10	Kelly Day	Salary for January	Stat payment
BACS 16	£ 365.30	£ -	£ 365.30	Kelly Day	Salary for February	Stat payment
BACS 16	£ 24.44	£ 4.89	£ 29.33	Kelly Day	Expenses - printer cartridge	Stat payment
	£ 1,183.17	£ 90.56	£ 1,273.73			

- d) To approve projects for inclusion in the 2025/26 budget.
Cllr Price suggested installing adult recreational equipment in Great Bridgeford park and to put £15,000 towards that. Increase recreational equipment budget to £23k.
- e) To approve budget for 2025/26.
Above Proposed by Cllr Price. Seconded by Cllr Burgess
- f) To approve opening a Public Sector Deposit Fund account with CCLA and the transfer of an agreed amount of reserves from April 2025. To be discussed at Extraordinary Meeting
- g) To review and discuss the findings of the recent Interim Internal Audit conducted by Black Rose Solutions. To be discussed at Extraordinary Meeting.

17/03/25/20

Update from Community Committee representatives

Derrington Village Hall

Urgently need volunteers. Great Bridgeford VH said they will help where they can.

17/03/25/21

Personnel and Recruitment

- a) To note that the Clerk has successfully completed and passed the ILCA qualification. Noted by councillors.
- b) Clerk, Kelly Day to move to from SCP11 to SCP12 in line with the NALC salary scale with effect from 1st April 2025. Noted by councillors.
- c) Approval for The Clerk, Kelly Day, to undertake CiLCA during 2025/26 at a cost of approximately £1,000 inc VAT. To be discussed at Extraordinary Meeting.

17/03/25/22

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

The copy date for both magazines is the 10th of the month. Members to email the Clerk their contributions. Members to email the Clerk their contributions to the publications.

Next meeting: The Annual Parish Council meeting will be held at Derrington Village Hall on Monday 28th April 2025 at 7.30pm.

The Chairman thanked members for their attendance and closed the meeting at 21:44

APPROVED