

**MINUTES OF THE SWYNNERTON PARISH COUNCIL MEETING
HELD ON THURSDAY 1 OCTOBER 2015 IN TITTENSOR VILLAGE HALL**

Present: Councillor R A James (Chairman)
Councillor (Mrs) N Adams
Councillor (Mrs) P Boulton
Councillor F Cheadle
Cllr F Cromey
Councillor N Leeson
Councillor (Mrs) K Ong
Councillor S Riddle
Councillor D Tucker

In attendance: Mrs Liz Harrington-Jones (Parish Clerk)
4 members of the public

Apologies: Councillor D Butler
Councillor B Eyre
Councillor Miss B Fieldhouse
Councillor Mateu
Councillor B Price, Stafford Borough Council (SBC)
Councillor F Chapman, Staffordshire County Council (SCC)

15/125 Public Question Time

The Chairman welcomed everyone to the meeting. A resident of Yarnfield raised concerns over the drainage of The Green, Yarnfield, which had affected the annual Fete. She also considered that The Green had not looked its best despite it being cut twice during the week preceding the Fete. The Chairman relayed comments from the Chairman of the Fete Committee reporting that no complaints had been received with regard to the cutting of the grass on The Green prior to the Fete.

15/126 Reports of County Councillors and Borough Councillors

Cllr James reported that he had attended a meeting on The Green with SBC Cllr Price and representatives of SBC Streetscene to discuss the drainage problems. It would not be possible to dig out the existing ditch, but might be possible to install land drains and dig out a new ditch. A report on the situation was awaited, and he would share the information with Councillors when it was received.

The Chairman and Clerk had attended the SBC Parish Forum at which there had been a presentation on a project between SBC and Weston Parish Council to reduce dog fouling. A number of complaints had been made about the traffic situation in Stafford due to extensive works by STWA/Amey, and an update on the progress of Neighbourhood Plans in the Borough had been provided. The Chairman closed the public session.

15/127 Apologies

Apologies had been received from Cllrs Butler, Eyre, Fieldhouse and Mateu, and SBC Cllr Price and SCC Cllr Chapman.

15/128 Declarations of Interest and to consider written requests from Councillors to grant a dispensation (S33 of the Localism Act 2011)

There were no declarations of interest made by Councillors.

15/129 Minutes of the Parish Council Meeting held on 27 August 2015

RESOLVED – That the minutes of the Swynnerton Parish Council meeting held on 27 August 2015 were approved and signed by the Chairman.

15/130 Clerk's Progress Report, items not on the agenda

The Clerk circulated a list of action points arising from the last meeting, most of which had been completed or would be covered later in the meeting. The Clerk reported that she had attended the SPCA course on Financial Training and found it extremely informative.

SCC Highways were being contacted with regard to the visit of the Neighbourhood Highways Team.

A further request had been submitted for speed restriction notices for attachment to refuse bins.

Information including notices and posters with regard to dog fouling was provided to Councillors, and it was agreed a representative of SBC should be invited to attend a future meeting to report on the recent project with Weston Parish Council and to consider a similar scheme in the Parish. **Action: Clerk**

The Clerk would collect sacks of daffodil bulbs and packs of other assorted bulbs and arrange for them to be distributed around the Parish. **Action: Clerk**

Two letters and a telephone call had been made to Seddons with regard to the weeds in and underneath the flowerbed at Hammond Rise facing the A34. Cllr Boulton confirmed that the area had now been weeded.

15/131 Financial matters

15/131.1 To approve the accounts for September for payment

The following accounts were considered for payment:

Clerk's salary and expenses	429.99
Trent Grounds maintenance	597.60
Phil Pattison, cutting Yarnfield Green	50.00
Lindsey Paxton, name badges for Councillors	70.00
Grant Thornton, Annual Return fee	120.00
HMRC, PAYE and NI payments	260.20
Cllr Ong, printer cartridge, production of Neighbourhood Plan questionnaires	17.98
SPCA, Budgets/Precepts course	20.00
Total payments for September	£1,617.77

An invoice had been received from SBC for £231.69 for the cost of printing labels to enable the Neighbourhood Plan questionnaires to be posted to residents and businesses in the Parish. Councillors considered this to be an excessive amount, given that SBC had received a grant to enable them to support Parishes in the preparation of Neighbourhood Plans. The Chairman would pursue the matter with SBC. **Action: Cllr James**

RESOLVED - That the accounts for September be approved for payment.

15/131.2 Purchase of wreaths for November Remembrance Day services

Councillors agreed the purchase of three wreaths for Remembrance Day service in the Parish at a cost of £51.

15.131.3 Report from Grant Thornton, Notice of Conclusion of Audit

The Clerk confirmed that the report from Grant Thornton had been received approving the Audit of the Annual Accounts with no comments made. The appropriate Notice of Conclusion of Audit had been placed on all notice boards. No members of the public had exercised their right to inspect the financial records of the Parish.

15/132.i Ward matters, Swynnerton, condition of The Old Post Office

Cllr James reported that it was hoped to hold a meeting with the owner, Lord Stafford, and SBC Conservation Officer, at the beginning of November to discuss the deterioration of the building.

Concerns were raised over the status of the bus shelter outside The Fitzherbert Arms. After discussion Councillors agreed that the Clerk should ascertain the situation with Mr Poole, Lord Stafford Estates. **Action: Clerk**

15/132.ii Ward matters, Tittensor, issues raised by residents

Cllr Boulton confirmed that the flower bed at Hammond Rise facing the A34 had been weeded.

15/132.v Trentham, Ferndown Play Area, signing of lease

The Chairman and Clerk signed the revised lease that had been received from SBC. The Friends of Ferndown had requested seeds rather than bulbs this year, and the Clerk would place the appropriate order. **Action: Clerk**

15/112.iii Yarnfield, The Green

The Green had been discussed earlier in the meeting (Minute 15/125 refers). Councillors agreed to defer the discussion on erecting a Christmas tree on The Green to the next meeting

15/132.iv Yarnfield, Adult Exercise Equipment to be installed adjacent to play area on The Green

Cllr Tucker was re-submitting a submission to Veolia for funding for the project.

15/133 Highways issues, traffic and Speedwatch update

Councillors agreed that this issue should be deferred until the meeting on 22 October 2015 when Cllrs Eyre and Mateu would be in attendance.

15/134 Neighbourhood Plan, update on progress to date

Councillors agreed that a meeting should be convened to update all interested parties on progress to date.

Action: Clerk

15/135 Correspondence and circulars received by the Clerk

A list of correspondence received to date had been circulated to Councillors prior to the meeting.

15/136 Matters for the next meeting

Neighbourhood Plan, next stages

Clerk's annual Appraisal

The Lady Katherine and Sir Richard Leveson Charity

15/137 Date of next meeting

The date of the next meeting of Swynnerton Parish Council would be Thursday 22 October 2015 in **Swynnerton Village Hall at 7.15 pm**. There being no other business, the Chairman thanked everyone for attending and declared the meeting closed at 8.20 pm.