

**MINUTES OF THE SWYNNERTON PARISH COUNCIL MEETING
HELD ON THURSDAY 25 JUNE 2015 IN TITTENSOR VILLAGE HALL**

Present: Councillor D Tucker (Chairman)
Councillor (Mrs) P Boulton
Councillor D Butler
Councillor F Cheadle
Cllr F Cromey
Councillor B Eyre
Councillor Miss B Fieldhouse
Councillor N Leeson
Councillor S Riddle

In attendance: Mrs Liz Harrington-Jones (Parish Clerk)
Mr Enrique Mateu, Swynnerton Ward resident
Mr Russell Poole, Lord Stafford Estates
1 member of the public

Apologies: Councillor R A James
Councillor (Mrs) K Ong
Councillor F Chapman (SCC)

15/76 Public Question Time

The Chairman welcomed everyone to the meeting. There was one member of the public in attendance who raised the issue of the state of the pavements in Tittensor. Councillors also considered the pavements in Yarnfield and Northwood Lane and agreed that Cllr Chapman should be asked to attend the meeting in July so that he could be made aware of the concerns. Cllr Riddle agreed to photograph the pavements in Tittensor to provide a record of their condition and evidence. Future newsletters would include a report that the Parish Council had raised the matter with SCC on a number of occasions and shared the concern of residents, but as yet no action had been taken..

The member of the public reported that grass was encroaching on to pavements in Tittensor and that two drains at the junction of Beechcliffe Lane and Winghouse Lane were sprouting grass and needed clearing out. The Clerk would contact Streetscene or SCC as appropriate. **Action: Clerk**

15/77 Reports of County Councillors and Borough Councillors

Cllr Price reported that training for SBC Councillors was on-going, and handed a copy of Material Planning Considerations to the Chairman. Work on the A34 by STWA would continue for some time.

The Local Plan for Stafford was out for consultation, with the closing date for comments of 15 July 2015.

The change to CIL was also available for comment. 25% of the money from new developments would be available for the whole Parish once the Neighbourhood Plan was in place.

The tenth anniversary of the opening of the Monkey Forest would occur in July.

From 5 July 2015, individuals born in the Borough, who had served an apprenticeship or worked in the Borough, would be eligible to be Freemen of the Borough.

Mr Russell Poole undertook to arrange to have the corner by Highfield Close tidied up.

(7.35 Cllr Price left the meeting.)

15/78 Mr Russell Poole, Lord Stafford Estates

The Chairman introduced Mr Russell Poole, Estate Manager, Lord Stafford Estates, who showed Councillors a planning application for the Fitzherbert Arms, Swynnerton. It was hoped that the planned work would be completed in the autumn or by Christmas 2015 at the latest.

(Planning application 15/22268/FUL has since been received for consideration by the Parish Council.)

The intention was to provide a destination pub, with no gaming or music machines. Possible difficulties over the provision of adequate parking were discussed. The pub was listed in the Conservation Area report as a significant building, dating from at least 1850. The removal of the brick bus shelter and its replacement with a more attractive structure was under consideration, and if agreed, would be funded and maintained by Lord Stafford Estates. Mr Poole offered to return and brief Councillors on the progress of the application. The Chairman thanked Mr Poole for his contribution to the meeting, and closed the public session.

15/79 Apologies

Apologies had been received from Cllr James and Ong, and SCC Cllr F Chapman.

15/80 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.

15/81 Minutes of the Annual Parish Meeting, Annual Meeting of Swynnerton Parish Council, and the Parish Council Meeting held on 21 May 2015

RESOLVED – That the minutes of the Annual Parish Meeting and the Annual Meeting of Swynnerton Parish Council held on 21 May 2015 were a true record, and the minutes of the Swynnerton Parish Council meeting held on 21 May 2015 were approved and signed by the Chairman.

15/82 Co-option of Councillor for vacancy in Swynnerton Ward

Mr Enrique Mateu had confirmed his willingness to be co-opted on to Swynnerton Parish Council to represent Swynnerton Ward. There were no other candidates.

RESOLVED – That Mr Enrique Mateu should be co-opted on to Swynnerton Parish Council to represent Swynnerton Ward. Mr Mateu signed a Declaration of Acceptance form.

15/83 Clerk's Progress Report, items not on the agenda

The Clerk circulated a list of completed action points arising from the last meeting. SBC Legal would be contacted and asked for a report on action regarding the removal of and damage to trees on The Green. Mr Challinor and Cllr Eyre would arrange to meet and progress refurbishment of a bench on The Green, Yarnfield. **Action: Cllr Eyre**

15/84 Financial matters

15/84.1 To approve the accounts for June for payment

The following accounts were considered for payment:

Clerk's salary and expense (includes postage for N'hood Plan information	1,618.56
Trent Grounds Maintenance	612.60
Wicksteed, Basket seat repair, Yarnfield play area	192.00
Swynnerton Village Hall, Neighbourhood Plan meeting	65.00
HMRC/PAYE/NI	260.20
R Gamson, Legal costs for registration of lease Tittensor V Hall	2,107.79
Total	£4,856.15

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

15/84.2 Settlement of legal costs for registration of Tittensor lease

Councillors considered the two accounts provided by Mr R Gamson for work carried out for the registration of the lease of the land at the rear of Tittensor Village Hall. The total amount invoiced was £3,607.79. £1,500 had been paid to date; contribution of £1,000 had been received from Tittensor Village Hall Management Committee; contribution of £1,294.46 had been received from Staffordshire Environmental Fund, leaving £2,107.79, which Councillors agreed should now be paid. *(8.25 pm, Cllr James joined the meeting.)*

15/85 Ward matters

15/85.1 Swynnerton, report of progress on new development

The official opening of Highfield Close would take place on 8 July 2015, and all Parish Councillors were urged to attend.

15/85.2 Swynnerton, refurbishment of bench and bus shelter

This matter was left in abeyance until final decisions had been made about the refurbishment of the Fitzherbert Arms. Concerns had been expressed about buses turning in the area around the war memorial and damaging the grass verges. The Clerk had contacted SCC who would send out an inspector to assess the situation and report back.

15/85.3 Tittensor, registration of lease for play area site

Confirmation had been received of the successful registration of the lease.

Cllr Boulton had received a complaint about the untidiness of the planted area alongside the fencing outside the Hammond Rise development. Councillors agreed that the Clerk should write to Seddons. **Action: Clerk**

Cllr Riddle reported that there was now a large pothole at the end of Winghouse Lane, just before the junction with the A34. The Clerk would report the matter to SCC Highways. **Action: Clerk**

Cllr Fieldhouse reported that Tittensor village hall had received a quotation for £3,000 for a new guard rail outside the hall. Cllrs Eyre and Tucker would obtain an additional quote for the work. **Action: Cllrs Eyre, Tucker**

15/85.4 Trentham, refurbishment of play area at Ferndown Nature Reserve

There was nothing further to report on the provision of additional waste bins. A revised lease had been received from SBC Legal which the Clerk was in the process of checking before reporting back to Councillors. **Action: Clerk**

15/85.5 Yarnfield, The Green, frequency of grass cutting

After discussion, Councillors agreed that Trent Grounds Maintenance (TGM) should be asked to cut the grass on The Green at fortnightly intervals during June and July 2015.

A tree had been cut down on The Green at the rear of The Willows. It was not known who was responsible and further investigations would be made. **Action: Clerk, Yarnfield Cllrs**

15/85.6 Proposal to provide adult exercise equipment

Cllr Tucker had nothing further to report. Section 106 funds would not be available for some time, and after discussion Councillors agreed that Cllr Tucker should consider a scheme based on £10,000 of equipment initially, which would be expanded as further funding became available. The Clerk would check with SBC Legal as to the provision of adult exercise equipment and the expansion of the play area from its original area. **Action: Cllr Tucker, Clerk**

15/85.7 Cold Meece, grassed area and care and planting of triangle

Councillors agreed that the display of roses at the memorial rose garden had been magnificent so far this year. After discussion Councillors agreed that £50 vouchers, valid for local garden centres, should be sent to two residents in Cold Meece and Tittensor who had undertaken to plant areas in their respective villages. The Clerk would make it clear to the resident in Cold Meece that a local contractor would be responsible for cutting the grass on the triangle at the junction with Eccleshall Road. **Action: Clerk**

15/86 Playground safety

15/86.1 Annual inspections of Tittensor and Yarnfield

Reports on the annual inspections of Tittensor and Yarnfield play areas had been circulated to Councillors. The Clerk apologised for the late circulation and confirmed that the account for the inspections had been settled. Cllrs Eyre and Tucker would check the annual inspection recommendations for Yarnfield.

15/86.2 Weekly inspections of Ferndown, Tittensor and Yarnfield play areas

The Friends of Ferndown were carrying out weekly checks on Ferndown play area. Cllr Boulton would carry out the weekly check on Tittensor play area, and Cllrs Eyre and Tucker would be responsible for ensuring that Yarnfield play area was checked weekly. **Action: Cllrs Boulton, Eyre, Tucker**

15/87 Policing issues in the Parish

Cllr Eyre reported on a policing seminar held recently at Yarnfield Training Centre, where plans to re-launch the Neighbourhood Watch scheme were announced. Cllr Eyre had volunteered to be the contact for Yarnfield. Cllr Fieldhouse reported that Neighbourhood Watch volunteers met regularly in Tittensor. Councillors agreed to provide the church magazine with information about the scheme. Cllr Mateu would provide the Clerk with information on Speedwatch in Swynnerton. **Action: Cllr Mateu**

15/88 Use of church magazine to circulate information to residents

Information on rates for publishing information in the church magazine was still awaited. The Clerk would investigate whether there were other suitable publications available in the Trentham area. **Action: Clerk**

15/89 Neighbourhood Plan update on progress

Cllrs Ong and Leeson reported on the meeting with volunteers held on 16 June 2015, and attended by Raj Bains, SBC Neighbourhood Plan Officer. There had been little interest from Hanchurch and Trentham. Volunteers had been asked to promote the Plan, try to obtain the completion of more questionnaires, and to report back by the end of August. There would be public meetings in Hanchurch, Tittensor and Swynnerton on Saturday 4 July, and a public meeting in Yarnfield on 11 July, for residents to discuss the proposed Neighbourhood Plan.

15/90 Update and professional management of Parish Council website

After discussion Councillors agreed to ask Mr Bickerstaffe to undertake the updating of the website, and to provide training as agreed. The Clerk would act as webmaster. **Action: Clerk**
(9.35 Cllr Boulton left the meeting.)

15/91 Correspondence and circulars received by the Clerk

A list of correspondence received to date had been circulated to Councillors prior to the meeting. Other items received by email had been forwarded to Councillors for their information.

15/92 Matters for the next meeting

Neighbourhood Plan, next stages
Bulb requirements for autumn planting

15/93 Dates of next and future meetings

The date of the next meeting of Swynnerton Parish Council would be Thursday 23 July 2015 in Hanchurch Village Hall at 7.15 pm. **The meeting scheduled for 24 September would clash with the SBC Parish Forum and it was agreed to move it to 1 October 2015. After discussion Councillors agreed to bring forward the meeting scheduled for 26 November 2015 to 19 November. There being no other business, the Chairman thanked everyone for attending and declared the meeting closed at 9.45 pm.**

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