

**MINUTES OF THE SWYNNERTON PARISH COUNCIL MEETING  
HELD ON THURSDAY 28 APRIL 2016 IN YARNFIELD VILLAGE HALL**

**Present:** Councillor R A James (Chairman)  
Councillor D Butler  
Councillor F Cheadle  
Cllr F Cromey  
Cllr B Eyre  
Councillor Miss B Fieldhouse  
Councillor N Leeson  
Councillor D Tucker

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

**Apologies:** Councillor (Mrs) N Adams  
Councillor (Mrs) P Boulton  
Cllr E Mateu  
Councillor (Mrs) K Ong  
Councillor S Riddle  
Councillor B Price, Stafford Borough Council (SBC)  
Councillor F Chapman, Staffordshire County Council (SCC)

**16/51 Public Question Time**

The Chairman welcomed everyone to the meeting. A member of the public asked when Section 106 funding would be available for the drainage of Yarnfield Green.

Debris had been left at the junction of Greenside and Ash Lane, and trees and shrubs removed from the site. SaRH had been notified and should deal with the situation.

Concerns were expressed over the safety of pedestrians who felt compelled to walk on the road due to the poor state of the pavements along Yarnfield Lane in the centre of Yarnfield village. SCC Highways had been notified in 2015, and another request for action would be submitted. **Action: Clerk**

There had been two recent accidents and concerns were expressed about the speed of traffic through the village. The Clerk would request that the speed sign be kept on until 4.15/4.30 pm. **Action: Clerk**

There were concerns about the speed of traffic in the Parish and the condition of roads and pavements. All areas in the county are experiencing similar difficulties, whether rural or urban.

Information was awaited from Cllr Chapman SCC on costs and SCC specifications for flashing signs and other traffic calming measures. The Clerk would contact SCC Highways for details.

A resident thanked the Parish Council for planting three alder trees on Yarnfield Green.

**16/52 Reports of County Councillors and Borough Councillors**

Cllr James reported that checks are being carried out to ensure the correct use of recycling bins to minimise contamination of an important source of revenue for SBC. The new Mayor would take office in two weeks' time. The Chairman closed the public session of the meeting

**16/53 Apologies**

Apologies had been received from Cllrs Adams, Boulton, Mateu, Ong and Riddle, SBC Cllr Price, and SCC Cllr Chapman.

**16/54 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.

**16/55 Minutes of the Parish Council Meeting held on 24 March 2016**

**RESOLVED** – That the minutes of the Swynnerton Parish Council meeting held on 24 March 2016 were approved and signed by the Chairman.

**16/56 Clerk's Progress Report, items not on the agenda**

The Clerk circulated a list of action points arising from the last meeting, several of which would be discussed later in the meeting.

Cllr Riddle had attended the dedication of a memorial bench at Hanchurch Hills.

The Clerk would consult with Councillors and submit a completed response to the HS2 consultation.

The Clerk had confirmed with residents that the postal service to parts of Swynnerton village was still completely unsatisfactory, despite a recent brief improvement, and had written to the Delivery Office Manager at RM Delivery Office, Stone.

Road and gully sweepers had been requested to attend at Tittensor.

A response clarifying the use and allocation of Section 106 monies with regard to Yarnfield, and priorities for SBC funding with regard to drainage issues in the Borough, had been received from SBC Head of Leisure. SCC had been telephoned and would contact local bus companies to change the turning point, currently between the churches in Swynnerton. The Clerk had attended a meeting to consider sports and leisure facilities in the Borough.

**16/57 Financial matters**

**16/57.i April accounts for payment**

The following accounts were considered -

Clerk's salary and expenses	466.90
Diane Malley, payroll services	58.00
Community Council of Staffordshire, subscription	25.00
Staffordshire Parish Councils' Association (SPCA) subscription	551.00
SPCA, training course fee	20.00
Came & Company, insurance premium	1,535.73
Swynnerton Village Hall, Neighbourhood Plan meeting	37.50
<b>Total payments for April</b>	<b>£2,694.23</b>

**RESOLVED** - That the accounts for April be approved for payment.

A precept allowance of £10,921.50 including Local Tax Support grant had been received from SBC, together with £1,207.49 from SCC to cover grass cutting and highway maintenance.

**16/57.ii End of year accounts**

The end of year accounts would be submitted to the internal auditor, Mrs C Heelis, Eccleshall Parish Council, and placed before the May meeting of Swynnerton Parish Council together with the submission to Grant Thornton for approval.

**16/58 Traffic issues in the Parish**

After discussion it was agreed that the Clerk should contact SCC Highways by letter and include a map showing the proposed site for a pair of gates at the approach to Yarnfield village from the A34 and before the 30mph sign. A map would be circulated to Yarnfield Councillors to confirm the position of the proposed gates. Mr Challinor had submitted a quote of £375 for the work.

**Action: Clerk**

Swynnerton Councillors would consult with residents about the possible siting of similar traffic calming measures in Swynnerton village.

**Action: Cllrs Butler, Cheadle, Mateu**

Councillors were concerned at the proposed reduction of hours for SCC Neighbourhood Highway Teams, and the deterioration of roads and pavements generally.

It was agreed that a request should be made that work on the lay-by on the road near the school, included in the planning application for Yarnfield Park, should be brought forward to improve the parking situation near the school.

**Action: Clerk**

**Ward matters**

**16/59.i Swynnerton, installation of benches**

Mr Challinor had quoted £295 to assemble and install two benches at the end of Cotes Lane and by the playing field. Both would be set in concrete and have slabs underneath. No other quotations had been received.

**RESOLVED** – That two benches should be ordered and installed at the end of Cotes Lane and by the playing field in Swynnerton, at a total cost of £740.

**Action: Clerk**

**16/59.ii Swynnerton, Finger post signs for Village Hall, Toposcope and cemetery**

The Clerk would contact Mr Greenaway to ensure that the lettering on the finger posts would be on the finger section of the signs, and would read 'Village Hall', 'View Point', and 'Cemetery'.

**Action: Clerk**

**16/59.iii Swynnerton, establishment of Scout troop**

Cllr Butler reported that he had been contacted by a resident hoping to establish a Scout troop in the village. He would be invited to attend the next meeting to brief Councillors on his proposals.

**Action: Cllr Butler**

**16/59.iv Tittensor, issues raised by residents**

Cllr Fieldhouse reported there were problems caused by vehicles being parked near to the war memorial. Councillors agreed that the Clerk should contact Historic England for advice on a proposal to install small posts and chains around the memorial.

**Action: Clerk**

**16/59.v Trentham, issues raised by residents**

SBC had provided an additional bin for the play area at Ferndown Drive South. The Friends had replied that they did not require an additional bench for the area, but thanked the Councillors for their offer and continued support.

**16/59.vi Yarnfield, Yarnfield Green**

Cllr James confirmed that an invoice for Section 106 monies had been raised and forwarded to the developers of the Walnut Tree Farm estate. He would forward to Councillors a copy of the report and proposals to address the drainage problems on the Green recently received from Mr Gammon, Streetscene. **Action: Cllr James**  
Councillors discussed Section 106 payments, their replacement by the Community Infrastructure Levy (CIL) and funding available from the central government New Homes Bonus. Cllr James would invite an SBC officer to brief Councillors. The Clerk would research the New Homes Bonus and provide further details. **Action: Cllr James, Clerk**

**16/59.vii Yarnfield, overnight parking by commercial vehicles at Cold Meece**

Complaints had been received about vehicles parking overnight at the former testing centre and in the vicinity of the landfill site. Councillors the Clerk should contact SCC Highways and SBC Planning for guidance. **Action: Clerk**

**16/59.viii Yarnfield, traffic island at Cold Meece**

Reports of further and possibly malicious damage to the traffic island at Cold Meece had been received. Councillors considered the installation of posts and chains or large stones to deter drivers from causing further damage. The Clerk would consult with local residents and SCC Highways, and report back with details of any restrictions and costs. **Action: Clerk**

**16.59.ix Yarnfield, Best Kept Village (BKV) competition entry**

Councillors commended a local resident for her efforts towards Yarnfield's BKV entry and agreed to discuss financial contributions towards Yarnfield's BKV entry, and planting schemes in other Wards, at their next meeting.

**16/60 Report on first meeting of Stone Area Parish Liaison Group**

Cllr Leeson had attended the first meeting, and been elected Vice Chairman. The purpose of the Group was to share relevant items, and to be a collective voice on key issues. All Councillors were welcome to attend future meetings, which would be held quarterly.

**16/61 Neighbourhood Plan, update on progress**

A meeting of the Neighbourhood Plan Committee had been arranged for Thursday 12 May 2016 in Swynnerton village hall. The first draft of the Neighbourhood Plan prepared by Lufton Associates had been circulated to Committee members and Councillors, hard copies would be available at the meeting.

**16/62 Correspondence and circulars received by the Clerk**

A list of correspondence received to 26 April 2016 was distributed to Councillors, and included wheelie bin stickers for Winghouse Lane, Tittensor, and notice of public briefings to be held in June/July on the Smart Motorways Programme..

**16/49 Matters for the next meeting**

- Neighbourhood Plan, next stages
- End of year financial report and submission to internal auditor and Grant Thornton
- Financial grants to Yarnfield BKV entry, planting schemes in Wards
- Wheelie bin stickers for Winghouse Lane, Tittensor
- SBC Green Awards, closing date 22 July 2016

**16/50 Date of next meeting**

The next meeting of Swynnerton Parish Council will be Thursday 26 May 2016, Swynnerton Village Hall, following the Annual Parish Meeting at 7.15 pm and the Annual Meeting of Swynnerton Parish Council. Refreshments would be provided for the Annual Parish Meeting, invitations would be sent to local organisations, and posters displayed to inform electors. There being no other business the Chairman thanked everyone for attending and declared the meeting closed at 9.15 pm.