

**MINUTES OF THE SWYNNERTON PARISH COUNCIL MEETING
HELD ON WEDNESDAY 22 JUNE 2016 IN TITTENSOR VILLAGE HALL**

Present: Cllr R James (Chairman)
Cllr (Mrs) P Boulton
Cllr F Cromey
Councillor B Eyre
Councillor N Leeson,
Cllr E Mateu
Cllr (Mrs) K Ong
Cllr D Tucker

In attendance: Mrs Liz Harrington-Jones (Parish Clerk)

Apologies: Cllr (Mrs) N Adams
Cllr D Butler
Councillor F Cheadle,
Cllr S Riddle
Councillor F Chapman, SCC
Councillor Brian Price, SBC

16/80 Public Question Time

The Chairman welcomed everyone to the meeting. There were no members of the public in attendance.

16/81 Reports of County Councillors and Borough Councillors

Apologies had been received from Cllrs Price (SBC) and Chapman (SCC).

Cllr James reported that the consultation on the Local Plan for Stafford would run from 11 July 2016 for 5 days. Scheduled roadworks for locations around Yarnfield were being synchronised. Highways England had arranged public information exhibitions on the smart motorway project between M6 Junctions 13 and 15 during July.

16/82 Apologies

Apologies had been received from Cllrs Adams, Butler, Cheadle and Riddle, SBC Cllr Price, and SCC Cllr Chapman.

16/83 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.

16/84 Minutes of the Annual Parish Meeting, the Annual General Meeting of Swynnerton Parish Council, and the Parish Council Meeting held on 26 May 2016

RESOLVED – That the minutes of the Swynnerton Parish Council meeting held on 26 May 2016 were approved and signed by the Chairman.

RESOLVED – That the minutes of the Annual Parish Meeting and the Annual General Meeting of Swynnerton Parish Council held on 26 May 2016 were a true and accurate record.

16/85 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.

A request had been made for the camera van to attend in Yarnfield

Barratts had been contacted over traffic through Yarnfield, and Sunday working on the Yarnfield Park site

SCC Cllr Chapman had been advised of traffic and highways concerns throughout the Parish

SCC NHT would tackle pavements in Tittensor and along Whitmore Road on their next visit. John Green would be asked to spray weeds on a section of the pavement adjacent to the A34 at Tittensor

SaRH had been contacted about two grassed areas adjacent to their properties

Gardening vouchers had been posted out, and messages of thanks received from Yarnfield Forum and residents in Cold Meece and Tittensor

Eccleshall Fencing could supply small wooden posts for the traffic island at Cold Meece at a cost of £3.88 each. The Clerk would confirm with SCC Highways that these would be acceptable **Action: Clerk**

The War Memorials Trust has no design policy for the surrounds of war memorials, but stressed the importance of obtaining the agreement of local residents to any proposals. SBC confirmed that planning permission would be required; they would prefer black posts and diamond chains.

Overnight HGV parking in the Cold Meece area had been raised with SCC and would be pursued. **Action: Clerk**

Reminders and photographs had been sent to SCC Highways about pavements and obscured lamp post, Yarnfield.

The response from SBC Planning to concerns over parking near Springfields School, Yarnfield, was circulated.

SCC Spatial Information Officer had been in contact over Rights of Way Legal Orders that were missing from their files. Copies of relevant documents in SPC files had been forwarded to the Officer.

It was agreed to discharge the item on overgrown hedges near Strongford Farm. Councillors were advised by the Chairman that an SBC officer would not attend to give a briefing on the New Homes Bonus. General information on the New Homes Bonus had been provided by the Clerk. Recommendations by central government were that local communities should be consulted where housing stocks have increased. The Chairman advised Cllr Tucker the best procedure would be to contact the local MP on an individual basis as it was not part of the remit of Parish Councils.

SBC would be contacted, with a copy to the Chief Executive, to ascertain when Section 106 monies from Yarnfield Park would become available, and to confirm the amounts involved. **Action: Clerk**

The Clerk would notify SBC that Cllr Fieldhouse had now moved out of the Parish, resulting in a vacancy for a Tittensor Ward Councillor.

16/86 Financial matters

16/86.i June accounts for payment

The following accounts were considered -

P & M Edwards, Gardening vouchers	400.00
Clerk's salary and expenses	506.92
HMRC PAYE/NI	320.00
John Green Landscapes	672.00
The Play Inspection Company (T'sor, Yfl'd inspections)	150.00
Friends of Ferndown (contribution towards work on footpath)	300.00
RESOLVED - That the accounts for June be approved for payment.	Total £2,348.92

16/86.ii Citizens Advice Bureau, request for financial support

Councillors discussed the service provided by volunteers at Citizens Advice Bureau in Stone and Stafford, and agreed to support their work.

RESOLVED – That the sum of £500 should be forwarded to CAB.

16/86.iii Consideration of the establishment of a Chairman's Allowance

Councillors agreed in principle to the establishment of a Chairman's Allowance.

16/87 Traffic issues in the Parish

16/87.i Traffic calming measures

An army vehicle had been observed travelling at speed in a dangerous manner from the A34 to the MoD site, using Yarnfield Lane. Councillors agreed that the Clerk should write to Major Salisbury, Swynnerton MoD, and ask him to remind drivers of the correct route to the site. **Action: Clerk**

Cllr Eyre reported that overgrown hedges were obscuring speed signs in Yarnfield and it was agreed that the Clerk should contact SCC Highways. **Action: Clerk**

Mr Challinor had supplied a quotation to install plastic gates as a traffic calming measure; Standard 1.5m wide £587.10 + VAT; Standard 2m wide £648.90 + VAT; Sign £180 + VAT, plus £125 labour and materials. Details and siting would be agreed with SCC Highways to ensure compliance with their accepted standards.

RESOLVED – That the installation of a white plastic gated traffic calming measure at Yarnfield should be progressed with all speed.

Cllr Mateu reported that Speedwatch Swynnerton had recorded 430 vehicles per hour passing through Swynnerton, in comparison with over 300 during the same period in 2015.

16/87.ii Assorted roadworks, including proposed closure of B5026

Meece Road was due to be closed for 8 weeks to enable repairs to take place, and work on the B5026 Motorway bridge would take almost 6 months from September. The work would be staggered to minimise disruption.

16/88 Ward matters

16/88.i Swynnerton, installation of benches

The benches would be installed by the end of the week, and it had been agreed that the fingerpost directing to the Village Hall would be moved by Mr Challinor to the other side of the bench.

16/88.ii Tittensor, provision of Christmas tree

Cllr Boulton confirmed that a 5' tree had been selected, which would be funded by Bassetts. It was hoped to site it on the approach to the school, with agreement from SCC Highways, who had provided maps showing the location of utilities in the area. The Clerk would contact SCC Highways for confirmation of their agreement. The tree would be decorated with solar lighting. **Action: Clerk, Cllr Boulton**

Cllr Boulton reported that complaints had been received about litter along Green Drive. Thorley Angling Club, Middleport, had requested financial help to clear the lake which was clogged with weed. Councillors did not consider it appropriate to support this request.

16/88.iii Tittensor, Request for support from St Luke’s Church for work on tree

St Luke’s Church, Tittensor, had requested financial assistance to remove a tree in a dangerous condition which was adjacent to the public path through the church grounds. After discussion Councillors agreed that a donation of £200 should be made, in line with a previous contribution for a similar problem.

RESOLVED – That a donation of £200 should be made towards the removal of a tree from St Luke’s churchyard.

16/88.iv Tittensor, request for additional funding received from Tittensor Village Hall

The Chairman of Tittensor Village Hall Management Committee had written concerning a perceived inequity in the award of grants to village halls, as Tittensor Village Hall was obliged by the Charities Act to charge a commercial lease payment of £200pa for the site of the play area at the rear of the Hall.

The Parish Council makes a generous annual, and equal, donation to each of the four village halls, as the most effective way to support local communities. The Parish Council makes a donation to Tittensor Village Hall, in addition to the annual lease payment, to ensure it receives the same amount as other village halls.

Since assuming responsibility for the play area, the Council has incurred significant annual insurance and maintenance costs, in addition to legal fees to enable the lease to be registered with The Land Registry. After discussion Councillors agreed that the Clerk should write to advise Tittensor VH Chairman accordingly. **Action: Clerk**

16/88.v Trentham, issues raised by residents

The Friends of Ferndown had been very pleased to receive a donation of £300 towards work on a footpath near the orchard. No further issues had been raised by residents.

16/88.vi Yarnfield, progress report on installation of traffic calming measures

This item had been covered under item 16/87.i.

16/88.vii Yarnfield, issues raised by residents, parking on Yarnfield Lane by football pitches

A resident had reported a near accident at the exit to the Yarnfield site. After discussion Councillors agreed that Dominos should be asked to remind clients to take care when exiting the site. **Action: Clerk**

Cllr James reported that action to improve the drainage of Yarnfield Green was in hand, but would take several months to complete. The Clerk would confirm an additional grass cut during the following week, and fortnightly cuts thereafter until the end of July. **Action: Clerk**

16/89 Outline proposal for item for the Church magazine

A draft contribution to ‘Trentham Local’ would be circulated to Cllrs Adams, Leeson, and Ong for approval, to include a report of the clearance of pavements along Whitmore Road and the removal of graffiti from the bus shelter on Ferndown Drive South.

The Clerk would circulate a draft contribution for the August edition of the church magazine to all Councillors.

Action: Clerk

16/90 Playground safety, receipt of reports on Tittensor and Yarnfield play areas

Annual safety inspection reports had been received for Tittensor and Yarnfield play areas, both specifying ‘Low risk’ or ‘Very Low Risk’ for the points raised. Cllr Eyre confirmed that he had oiled the squeaking spring and sprayed weeds and moss on the safety surface. Councillors agreed that Mr Challinor should be asked to lift and re-lay the grass matting. The reported graffiti was not visible, and was not considered to be a problem.

After discussion Councillors agreed that the Clerk should maintain a supply of covers for bolts and monitor other points raised **Action: Clerk**

16/91 Neighbourhood Plan, Update on progress

The Committee had met on 2 June 2016 The, Chairman was preparing the draft Neighbourhood Plan ready for further discussion by the second week of August. Councillors were asked to provide a quarter page of history of each Ward.

Action: Ward Councillors

16/92 Report of meeting of SPCA Executive

Cllr Mateu reported that he had attended two meetings to date, neither had been well attended and SPCA were looking for more representatives. There was significant expenditure on training courses. Next meeting: 5 September.

16/93 Correspondence and circulars received by the Clerk

A list of received correspondence had been circulated to Councillors. Cllr Leeson reported that the Lady Katherine and Sir Richard Leveson Charity were continuing to support an applicant who had been accepted into an international School of Music.

16/94 Date of next meeting

The next meeting of Swynnerton Parish Council was scheduled for Thursday 28 July 2016, at 7.15pm in Hanchurch Village Hall. There being no other business the Chairman thanked everyone for attending and declared the meeting closed at 9.50 pm.