

**MINUTES OF THE SWYNNERTON PARISH COUNCIL MEETING  
HELD ON THURSDAY 21 JANUARY 2021 VIA ZOOM**

**Present:** Cllr (Mrs) K Ong (Chairman)  
Cllr (Mrs) N Adams  
Cllr S Amison  
Cllr P Bickerstaffe  
Cllr N Leeson  
Cllr (Mrs) J Malkin  
Cllr E Mateu

**In attendance** Mrs Liz Harrington-Jones (Parish Clerk)  
Cllr J Pert, Staffordshire County Council (SCC)  
Cllr R James, Stafford Borough Council (SBC)  
1 member of the public

**Apologies:** Cllr F Cheadle  
Cllr B Price  
Cllr J Nixon, SBC

**21/01 Welcome and Public Participation Time**

Cllr Ong welcomed everyone to the meeting. Cllr Amison reported that the verge on the road south of Swynnerton had been damaged and as a result, and with the impact of the camber, vehicles were being forced on to the verge. Cllr Pert advised that such problems should be reported direct to SCC Highways via the app or website. Cllr Amison reported the inadequate lighting for Highfield Close, which was unadopted, as the solar powered stand alone lamp posts were not operating. After discussion Councillors agreed that the Clerk should contact SaRH (Stafford and Rural Homes) and request that the batteries were checked and if necessary replaced. **Action: Clerk**

**21/02 Reports of County Councillors and Borough Councillors**

Cllr James reported that he had attended NHS briefings on the vaccination programme for Covid 19, 9,000 people in four Tiers had been vaccinated, and all residents were urged to follow government guidelines. There had been over 60% take up of the scheme to introduce charges for the collection of brown bins; bins could be retained for up to one year before being removed, and payment to join the scheme could be made during the year. Cllr Pert urged everyone eligible to be vaccinated; an additional 40,000 doses should be received during the week. SCC and SBC were making preparations for the provision of services for the treatment of the long term effects of Covid 19.

The Census was scheduled to take place on 21 March 2021.

Cllr Pert had been contacted by Hanchurch residents who were affected by the closure of part of Hanchurch Lane and the use of Peacock Lane as a diversionary route. SCC were monitoring the situation and working to try and improve matters.

Consultations were underway on the proposals for 40 mph speed limits in Hatton, south of Swynnerton village, and at Trentham near the traffic lights at Hanchurch and a section of Whitmore Road.

The 40 mph speed limit proposals at **Hatton** were the result of consultations with the residents in the area.

Recent speed checks on **Whitmore Road** had recorded more than 30 drivers exceeding the speed limit in a one hour period. The police have been asked to attend Whitmore Road and Northwood Lane regularly; Cllr Pert had discussed the setting up of a Speedwatch Group with residents in the area to improve matters, and would also request a road survey to be carried out as soon as traffic volumes returned to normal when Covid 19 restrictions were reduced.

The **Swynnerton** to Eccleshall road would be reduced to a 40 mph limit in a number of sections.

The final stage of the consultations on proposals for build outs in the centre of Swynnerton had been reached. Councillors were concerned at the lack of consultation with local residents, the lack of local support for the scheme, and the direction of traffic flow that would result from the proposals.

Cllr Pert would forward details of the proposed double yellow lines near the War Memorial, Swynnerton, the junction of Fernwood Road South, Trentham, with Northwood Lane, Trentham, and Monument Lane, Tittensor, to the Clerk.

The Chairman thanked Cllrs James and Pert for their reports and closed the public session of the meeting.

**21/03 Apologies for absence** had been received from Cllrs Cheadle and Price, and these were accepted.

**21/04 Declarations of Interest and to consider written requests from Councillors to grant a dispensation S33 of the Localism Act 2011)** Cllr Bickerstaffe declared an interest in Agenda item 7, Finance, as he is a Director of Avdec.

**21/05 To approve the minutes of the meeting held on 19 November 2020**

**RESOLVED** That the minutes of the Swynnerton Parish Council meeting held on 19 November 2020 should be approved and signed by the Chairman.

Date .....

Cll K Ong, Chairman .....

**21/06 Matters arising from the Minutes and not covered in the agenda**

There were no matters arising from the minutes that were not covered in the agenda.

**21/07 Election of Vice Chairman for Swynnerton Parish Council**

It was proposed by Cllr Leeson and seconded by Cllr Malkin and unanimously agreed that Cllr Adams should be Vice Chairman for Swynnerton Parish Council. Cllr Adams confirmed that she was willing to accept the role, but relinquished her role as Vice Chairman of the SPC Planning Committee. It was proposed by Cllr Adams and seconded by Cllr Ong and unanimously agreed that Cllr Malkin should be Vice Chairman of the SPC Planning Committee. Cllr Malkin confirmed that she was willing to accept the role.

**RESOLVED** That Cllr Adams should be Vice Chairman of Swynnerton Parish Council and that Cllr Malkin should be Vice Chairman of SPC Planning Committee.

After discussion Councillors agreed to discuss at the next meeting whether to continue with a separate meeting of the Planning Committee to discuss planning matters, or to amalgamate planning matters in the Parish Council meeting.

**21/08 Clerk’s Report, Items not on the agenda**

The Clerk reported that she had been contacted by residents of Tittensor who were concerned about dog fouling in the village. This would be discussed in Agenda Item 10.ii.

Residents in Hanchurch had complained about the inadequacy of Peacock Lane as a diversionary route during the closure of a section of Hanchurch Lane for works being carried out by Western Power. Their concerns had been forwarded to SCC Highways.

A schedule had been prepared for meetings of SPC during the first half of 2021, and placed on the website. Copies would be circulated to Parish Councillors.

Eccleshall PC was considering the funding of the replacement of the 8am bus service which had run through Swynnerton and Chebsey. Councillors agreed that the Clerk should consult Cllr Cheadle for his views before responding to Eccleshall PC, but were not aware of any submissions by residents.

Cllr James had forwarded an email from a Whitmore Road resident, reporting that a tree had fallen on to Whitmore Road the previous evening, blocking the road for two hours, A similar incident had occurred during the previous two weeks, and four trees had fallen into the road during the previous year. After discussion Councillors agreed that the Clerk should write to the Secretary at Trentham Park Golf Club, reminding the Club of its responsibilities and requesting that regular health and safety checks were carried out on trees on Trentham Park Golf Club property to avoid potential accidents and injury to residents and road users. **Action: Clerk**

**21/09 Financial matters**

**21/09.i December 2020 and January 2021 accounts for payment**

The following accounts were considered –

**December 2020**

Tittensor Village Hall (agreed at 19 November meeting)	219.00
Tittensor Bowling Club (“ “ “ “ ” )	409.00
Clerk’s salary and expenses	404.50
HMRC, PAYE/NI	303.40
Avdec, website hosting	96.00
SPCA, Training course fee, Planning	30.00
E Challinor, refurbishment of notice board	120.00
ICO, Data Protection fee	40.00

**Total payments for December 2020 £1,621.90**

**January 2021**

Clerk’s salary and expenses (inc NALC settlement)	526.55
P Bickerstaffe, Zoom Video Communications	14.39

**Total payments for January 2021 £540.94**

**RESOLVED** – That the accounts for December 2020 should be approved for payment.

**RESOLVED** – That the accounts for January 2021 should be approved for payment.

**21/09.ii Consideration of precept requirements for 2021/2022**

Councillors discussed expenditure for 2021/2022 and agreed that the precept for 2021/2022 should remain the same figure as that for 2020/2021, £30,000.

**21/10 Agreement on terms and conditions for appointment of Parish Clerk**

Councillors agreed to follow NALC guidelines on payscales. The Clerk and Chairman would liaise on a contract and terms and conditions and circulate details to Councillors. **Action: Clerk**

**21/11 Traffic issues in the Parish**

Date .....

Cll K Ong, Chairman .....

**21/11.i Update on installation of solar powered speed signs** The heavy duty posts for the SIDs had been installed; delivery of the SIDs from France was awaited; a local contractor had agreed to complete the installation on delivery.

**21/11.ii Speed and volume of traffic through Tittensor village** Councillors reported a reduction in the number of HGVs travelling through the village recently. The Clerk would contact Groundslow Residents Association for their view on installing an additional SID on Winghouse Lane near their properties, subject to the agreement of SCC Highways. **Action: Clerk**

**21/11.iii Proposals by SCC Highways for extended 40 mph at Hatton, Swynnerton, and Hanchurch** This item had been detailed by Cllr Pert SCC earlier in the meeting (Minute 21/01), and after discussion Councillors agreed to support the proposals.

**RESOLVED** That Councillors agreed to support the proposals circulated by SCC Highways for 40 mph speed limits at Hatton, south of Swynnerton on the Swynnerton to Eccleshall road, and on sections of Whitmore Road, Trentham.

#### **21/12 Ward matters Swynnerton, Tittensor, Trentham**

**21/12.i Trentham - Ferndown Play Area** A quote was still awaited for the repair to the zip wire; the Clerk would seek additional quotes from different sources and bring them to the February meeting.

**21/12.ii Trentham - Hanchurch** A resident had reported litter being deposited near Hanchurch village, and had volunteered to lead local litter picking. The Clerk would forward details of assistance available from SBC.

**21/12.iii Tittensor dog fouling** A resident had reported increased dog fouling in the village. The Clerk would supply bags and stickers to the resident; the SBC Enforcement Officer had visited the village and carried out an assessment. The Clerk would contact him and ask him to feed back his findings to residents. Councillor considered a suggestion to leaflet the village, but preferred to try to target the offenders directly.

**21/12iv Progress on refurbishment of notice boards** Mr Challinor was hoping to complete work on Hanchurch and Trentham notice boards during the following week.

**21/13 Consideration of proposal to create a Facebook page for Swynnerton Parish Council** After discussion Councillors agreed in principle to the creation of a Facebook page for Swynnerton Parish Council. Cllr Amison would set up the Facebook page and liaise with the Clerk to ensure one way communication through the administrator. The matter would be discussed again at the February meeting of Swynnerton Parish Council.

**RESOLVED** That a Facebook page should be set up for Swynnerton Parish Council, with one way communication through the administrator.

#### **21/14 Neighbourhood Plan, progress on submission of Plan**

Urban Vision had agreed to complete and submit the Neighbourhood Plan; a minimum of £7,000 funding was available, with opportunities to apply for further funding if appropriate. Yarnfield & Cold Meece Parish Council had proposed working together on possibly overlapping aspects of each Parish Council's Neighbourhood Plan; after discussion Councillors agreed that as SPCs Plan was complete, subject to the removal of references to Yarnfield, there was no point in entering into an agreement to work jointly, as Yarnfield's Neighbourhood Plan would need to be started again from scratch due to the significant changes that had taken place in Yarnfield in recent years.

**21/15 HS2, update on project** Royal Assent on the HS2 Bill was expected in the next few weeks. Cllr Pert had attended a meeting of the HS2 Transport Forum, and recommended that SPC should ensure an annual invitation to attend. Concerns were expressed over traffic movements due to the extraction and disposal of aggregate grits during the construction process, which would need to be closely monitored.

**21/16 Correspondence and circulars received by the Clerk** Only routine items had been received by post. All relevant email correspondence had been forwarded to Councillors.

**21/17 Evaluation of meeting and arrangements for future meetings** Councillors agreed to continue meeting via Zoom until the current Covid 19 restrictions were lifted.

**21,18 Appointment of Parish Clerk** Councillors agreed the appointment of Mrs Maria Adams as Clerk to Swynnerton Parish Council with effect from 1 February 2021.

**RESOLVED** That Mrs Maria Adams should be appointed as Clerk to Swynnerton Parish Council with effect from 1 February 2021.

#### **21/19 Date of next meeting**

The next meeting would be held via Zoom on Thursday 25 February 2021 at 7.15 pm. There being no other business the Chairman thanked everyone for attending, and declared the meeting closed at 9.30 pm,