

MINUTES OF THE SWYNNERTON PARISH COUNCIL MEETING

Held on Thursday, 26 May 2022 in Swynnerton Village Hall

Councillors in attendance : Cllr Roy James (Chairman)

Cllr Peter Bickerstaffe, Cllr Stefan Amison, Cllr Enrique Mateu,
Cllr (Mrs) Dee Bishop, Cllr (Mrs) Joanne Malkin, Cllr (Mrs) Nicky Adams,
Cllr Brian Price

Stafford Borough Council : Cllr Roy James

In attendance: Mrs Kay Ong, Clerk, and two members of the public were also in attendance including Mrs Lucy Davies, our new Clerk who had come to observe.

Apologies received – Cllr Jeremy Pert, Staffordshire County Council, and Cllr James Nixon, Stafford Borough Council sent apologies which were accepted.

Public Question Time

1. The Chairman welcomed everyone to the Meeting.
2. To consider matters raised by members of the public.

The pastor of the church holding regular meetings in Tittensor Village Hall requested access through the maintenance gates whilst their service was in progress. He was concerned that the children had to access the playground by the lane. The Council expressed that the children should be supervised at all times by a responsible adult. On this basis, it was AGREED that access could be granted.

3. Reports from County and Borough Councillors

Cllr James as our Stafford Borough Councillor reported that the Mayor Making took place on 12 May and Philip Leason, MBE, JP, from Stone is now the new Mayor.

The Local Plan should be out for consultation late summer/early autumn which will include plans for Meece Brook - 'the garden village'.

Parish Council Meeting

1. **Apologies for absence** – as above.
2. **Declarations of interest**, to consider written requests from Councillors to grant dispensation (under S33, Localism Act, 2011). None were received.
3. **To approve the Minutes** of the last Meeting on 24 March 2022 – **APPROVED** and signed by the Chairman.
4. **Matters arising from the Minutes**
There were no matters arising from the last Minutes.

Date.....

Signed by
Chairman

5. **Clerk's Progress Report**, items not on the Agenda – See Action Sheet update.

6. Financial Matters

- 6.1 May 2022 expenditure for approval – duly **APPROVED** and signed.
The Clerk reported that Eddy Challinor has quoted £350 to repair the bus shelters in Swynnerton which will be done late June. His quotation was **ACCEPTED**.
- 6.2 Banking Matters – It was **AGREED** that the new Clerk should open the new account with the Cooperative Bank rather than the outgoing Clerk to prevent any confusion.
Action: Clerk
- 6.3 It was **AGREED** that Alan Toplis Associates Ltd should be appointed out internal Auditors for 2022/2023.
Action: Clerk
- 6.4 Copies of the 2021/2022 Annual Governance and Accounting Return (AGAR) were distributed and it was **AGREED** that the Chairman and Clerk should sign the documents.
- 6.5 The Clerk reported that BHIB informed her that there had been 'an administrative error' and the premium was duly reduced back to £796.43. This is the final year of our insurance agreement and it will need to be re-negotiated next spring. **Action: Clerk to note**

7. Ward Matters raised by residents

- 7.1. Tittensor – Access to play area at the rear of Tittensor Village Hall. Please see Public Question Time.
- 7.2 Cllr Amison confirmed that the Jubilee Beacon in Swynnerton will be on private land and the audience across the road on the cricket pitch. Risk assessment will follow.
Clerk to contact Cllr Love as a matter of urgency for a risk assessment for Tittensor's beacon lighting. **Action : Clerk**
- 7.3 Eddy Challinor has quoted £50 to repaint the Toposcope bench which the Clerk has added to his previous quote.

8. Website

The new website is now fully functioning and has passed the statutory requirements for the AGAR. Cllr Amison reported an error in downloading material. The Clerk would contact the Digital Team to investigate.

9. Neighbourhood Plan

This is now completed and updated and is with Alex Yendole at Stafford Borough Council for scrutiny and hopefully will soon be out for consultation.

10. New Clerk – details of formal agreement with Mrs Lucy Davies

Following on from the informal Meeting between Mrs Davies and the Council, it was **AGREED** that Mrs. Davies should be offered the post of Clerk to Swynnerton Parish Council.

11. Correspondence etc. received by Clerk

General press releases and circulars received have been circulated to Councillors via email. Events

Date.....

Signed by
Chairman

notices will go on the website, Facebook and the noticeboards as per usual.

12. The next meeting will be held at 7.15pm on Thursday 23 June 2022 in Hanchurch Village Hall.

There being no further business, the Chairman closed this Meeting.

Date.....

Signed by
Chairman