

**MINUTES OF THE SWYNNERTON PARISH COUNCIL MEETING
HELD ON THURSDAY 22 APRIL 2021 VIA ZOOM**

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

In attendance)
Mrs M Adams (Parish Clerk)
Cllr R James, Stafford Borough Council (SBC)
One member of the public

Apologies: Cllr B Price
Cllr J Pert, Staffordshire County Council (SCC)
Cllr J Nixon, SBC

1 Welcome and Introduction by the Chairman

Cllr Ong welcomed everyone to the meeting and apologised for the delay in the start due to Zoom difficulties.

Public Participation Time

One member of the public, Mr Terry Love, informed the Council that fly tipping had occurred at Green Lane and in the layby near Beech caves after the M6 bridge. He sent pictures of the fly tipping, but no vehicle details have been reported. Rubbish needs removing urgently to prevent further fly tipping. The police have not been contacted but details and pictures have been put on Facebook. Unsure if SBC own the land, could it be a highways problem.

ACTION: Clerk

2 Reports of County Councillors and Borough Councillors

Mayor, Tony Nixon and Deputy Mayor, Peter Jones were appointed to office on the Tuesday evening. No further reports submitted.

3 Close of Public Participation Time at 8.15pm

Parish Council Meeting

1 Apologies for absence had been received from Cllrs Price / Pert / Nixon, and these were accepted.

2 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.

3 To approve the minutes of the meeting held on 25 March 2021

UN-RESOLVED that the minutes of the Swynnerton Parish Council meeting held on 25 March should be amended regarding payment to Wicksteeds before being approved and signed by the Chairman.

ACTION: Clerk/KRO

4 Matters arising from the Minutes and not covered in the agenda

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

5 Clerk's Report, Items not on the agenda

The Clerk had received an update on Peacock Lane, Hanchurch regarding potholes from the Highways team. Non-urgent work will be carried out in due course.

The street lamp at the top of Weavers walk is still being investigated.

6.1 Financial matters - April 2021 accounts for payment

the following accounts were considered:-

Clerk's salary and expenses (MA)	423.80
HMRC	101.80
DM Payroll Services Ltd	120.00
Total payments for April 2021	£650.70

Date

Cllr K Ong, Chairman

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

6.2 Wicksteed – Yarnfield Play Area Retention Money

Payment being raised for Wicksteed was bought up by [some](#) councillors who did not agree with the outcome. Paperwork and a breakdown of what the payment included is required to confirm [that the division of monies between SPC and Yarnfield in 2018 included a proportion of the 5 % retention if it had not been settled at that point.](#) Payment to be put on hold pending further investigation. **ACTION: Cllr Ong / Clerk**

6.3 Laptop - A new laptop for the Clerk has been approved up to £700 cost.

6.4 Administration of Payroll

The services of DM Payroll Ltd has been renewed for another year.

6.5 Banking Matters

Cllr Ong is currently arranging to update signatories and ensuring that we have a maximum of 4 signatories available. The way forward is to bank online, this is being looked into.

7. Traffic issues in the Parish

7.1 The Clerk needs to establish how many speed signs have been ordered and when delivery is expected from France and when installation is scheduled. **ACTION: Clerk**

7.2 Traffic issues on Whitmore Road, Trentham deferred until August/September.

8. Ward Matters

8.1 Ferndown Play Area

Discussions held on what to do regarding the zip wire posts, no more quotes have been received to undertake the repair work. Question arose regarding insurance when completing the weekly inspection on both play parks. Personal playground training may be needed, are there legal obligations? A playground inspection policy will be forwarded to all councillors. Cllr N Adams to report findings at Ferndown play area at next meeting. **ACTION:Cllr: Adams**

8.1 Whitmore Road

A local resident has requested a planter on the corner of Fairway. County Highways own the land so permission will need to be sought from the Highways by residents [before any action can be taken.](#)

8.3 Tittensor Children's Home

Cllr K Ong attended a meeting today with the [Unity company CEO, the Home Supervisor, Cllr Jeremy Pert and SBC Cllrs Roy James and James Nixon.](#) To date there have been 9 complaints in total, the home has been open for 18 months now. A suggestion has been made to SCC via Cllr Jeremy Pert for a possible football pitch to be provided for all local children to use [including those at the home. The potential site is owned by County Farms.](#) If the public have any future problems or issues, they will need to attend meetings with clear evidence.

9 Facebook / Social Media

Cllr Amison produced a media policy which was sent to all before the meeting. Cllrs happy to go ahead with a Facebook page providing it is a 'closed page'. Parish Cllrs eager to have their own individual email addresses which looks more professional. Suggestions needed for a domain name to be discussed at the next meeting. Cllr Amison will make a presentation at the next meeting.

10 Parish Council Vacancy

[No request for an election has been received from SBC following the expiry of the Casual Vacancy Notice. We are aware of 3 potential applicants who are interested. We will contact the interested parties inviting them to submit CVs by email and then they will be approached for an interview.](#)

11 John Green Landscapes

The Clerk is to contact John Green and authorise the cutting of grass verges at Tittensor. **ACTION: Clerk**

12 Neighbourhood Plan

[Local voting takes place on Thursday 6th May. No further progress of Plan for SPC until the Local Plan is written and approved as it must run in parallel with the Local Plan. However, Hannah Barter from Urban Vision is working on our draft.](#)

13 HS2, update on project

Awaiting dates for the HS2 Ecology presentation which was put on hold due to local elections??.

Date

Cllr K Ong, Chairman

Protesters have started setting up camps along the proposed HS2 route north of Swynnerton village. The number of protesters is expected to increase. [All authorities involved have been informed.](#)

14 **Correspondence and circulars received by the Clerk**

Only routine items had been received by post. All relevant email correspondence had been forwarded to Councillors.

Date of next meeting

The next meeting will be held on Thursday 27 May 2021 at 7.15 pm at Tittensor Village Hall. [This Meeting will be the AGM and the Annual Parish Meeting followed by our usual monthly Meeting.](#) There being no other business the Chairman thanked everyone for attending, and declared the meeting closed at 10.30pm.

Date

Cllr K Ong, Chairman