

**MINUTES OF THE SWYNNERTON PARISH COUNCIL MEETING  
HELD ON THURSDAY 24 JUNE 2021 in SWYNNERTON VILLAGE HALL**

**Present:** Cllr (Mrs) N Adams (Chairman)  
Cllr T Love  
Cllr S Amison  
Cllr E Mateu  
Cllr (Mrs) D Bishop  
Cllr B Price

**In attendance** Kay Ong, Clerk to Swynnerton Parish Council  
Cllr R James, Stafford Borough Council (SBC)  
Two members of the public – Mr D Butler and Mr T Underhill

**Apologies** Cllr P Bickerstaffe  
:  
Cllr (Mrs) J Malkin  
Cllr J Pert, Staffordshire County Council (SCC)  
Cllr J Nixon, SBC

**1. Welcome and Introduction by the Chairman**

Cllr Adams welcomed everyone to the Meeting. Cllr Ong informed the Council that she is standing down as a Councillor from today's meeting.

**2. Public Participation Time**

- 2.1** Former Councillor David Butler informed the Council that the batteries for the non-solar powered Speed sign would cost £177 plus VAT and he would purchase them and invoice the Parish Council. He also asked for news on when the yellow lines consultation for Swynnerton would be sent out.
- 2.2** Trevor Underhill offered the Parish Council a letter of thanks for the £300 garden vouchers to keep Tittensor looking so colourful. He also requested that Stafford Borough Council be asked to carry out repairs to the footpath around the War Memorial. Mr Underhill also advised the Council that a resident of Tittensor had produced a History of Tittensor War Memorial which he hoped could be used as a permanent printed display beside the Memorial itself. The Council agreed to look at funding for this project.

**Reports of County Councillors and Borough Councillors**

- 2.3** Cllr James reported that Stafford Borough Council was one of the areas with the highest uptake of Covid-19 vaccines. Also, care homes in our area had shown a strong positive response to vaccination from both carers and patients. Cllr James said he could not emphasise enough the importance of lateral flow testing among all groups and ages even without any symptoms as it is used to see how and where the Delta variant is moving.

**3. Close of Public Participation Time at 7.35pm.**

**Parish Council Meeting**

- 1. Apologies for absence** As above.
- 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 22 April 2021**
- 3.1** **RESOLVED that Minute 6.2** of the Swynnerton Parish Council meetings held in March, April and May be dealt with as per Minute 3.2 below so that other unrelated items in the March, April and May Minutes may be actioned and a note added to each Set of Minutes to that effect. **ACTION: Clerk**
- 3.2** **RESOLVED** that we should pay Wicksteeds £2,000 in full and final settlement of the retention and await their reply.
- 4. Appointment of Parish Clerk**

Date .....

Cllr N Adams, Chairman.....

Cllr Amison advised the Council that there had been interest expressed in the position although we had not advertised at all. Cllr Ong will stay as Acting Clerk until Cllr Adams has advice from SPCA.

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

**5. Clerk's Report, Items not on the agenda**

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

**Action: Clerk**

**6. Financial matters**

**6.1 June accounts for payment**

**RESOLVED** – That the accounts for June 2021 should be approved for payment after the Accounts Statement has been circulated.

**Action: Clerk**

**6.2 Approval of Internal Audit**

As nothing had been done towards this audit, Cllr Malkin kindly prepared a spreadsheet for our accounts and the Clerk submitted our AGAR form to the new internal auditor. We are still waiting for a positive reply and are unlikely to meet the 30 June deadline. The Clerk contacted the external auditors who said they were unlikely to be chasing late returns before mid-July which should give us time to complete our part.

**7. Traffic issues in the Parish**

**7.1 Chase Lane, Tittensor.**

The Clerk confirmed that Chase Lane, Tittensor did not have a weight restriction on it and Cllr James thought the chances were remote of getting rumble strips installed at the top of the hill.

**7.2/3 SIDS for Whitmore Road Trentham, Northwood Lane, Trentham and Tittensor.**

The Clerk has purchased the jubilee clips and padlocks required and delivered them to Tony Jones. A follow up call to see if he has installed them as requested and whether they are working has not been answered.

**Action: Clerk**

**7.4 Flashing Speed Sign in Swynnerton – See 2.1 Public Participation Time**

**8. Ward Matters**

**8.1 Broadband** for Swynnerton Village Hall. The first requirement is a valid postal address as per Royal Mail. Once this has been established, the Clerk will ask about the process from Tittensor Village Hall Committee who installed broadband last year.

**8.2** Cllr Amison put himself forward to be the Parish Liaison with Swynnerton Village Hall Committee.

**8.3 Swynnerton** – A request has been received that a verge on the main road through Swynnerton be cut by John Green. The Clerk will contact John Green to see if it can be added to his list.

**8.4** Councillors requested that the central reservations in both directions at the Winghouse Lane junction with the A34 in Tittensor be cut as a matter of urgency. It is impossible to see oncoming cars moving at 40mph from either direction.

**Action: Clerk**

**9. Playground Inspections**

**RESOLVED** that following a reply from the Play Inspections Co., the annual inspections due in October 2021 should stand and quarterly inspections thereafter be investigated.

**10. Casual Vacancy Process** This will be scheduled for the next Agenda as Cllr Bickerstaffe, who asked for this addition to the Agenda, was absent from this meeting.

**11. Website /Facebook –**

**11.1 RESOLVED** that the Clerk should be the administrator of both the Website and Facebook page. For both media, it was agreed that with the actual division of Councillors between Wards of 4 - Trentham and Hanchurch; 3 – Tittensor; and 2 - Swynnerton, that one person should be selected from each Ward as a point of contact, after the Parish Clerk, for the public.

**11.2** Bus timetables for all wards should be included i.e..101 timetable for Tittensor, and 72A in Trentham.

**12. Adoption of revised Standing Orders, Financial Regulations etc.**

As no further revisions have been received or uploaded to the website, last month's decision will stand.

Date .....

Cllr N Adams, Chairman.....

**13. Correspondence and circulars received by the Clerk**

- 13.1** A letter was received from a resident of Newcastle Road, Hanchurch who complains about poor visibility at junctions at the Junction 15 Roundabout and elsewhere in Hanchurch because of overgrown grasses and hedges, etc.. The Clerk will pass this on to Cllr Pert as this is a Highways issue.
- 13.2** The Civic Parade and Reception in Stone has been cancelled until later in the year.
- 13.3** Charity Circulars received but not actioned.

4. There being no further business, the Chairman closed the meeting. The date of the next Meeting of Swynnerton Parish Council will be Thursday 22 July 2021 at 7.15pm in Tittensor Village Hall.

Date .....

Cllr N Adams, Chairman.....