

MINUTES of the SWYNNERTON PARISH COUNCIL MEETING

Held on Thursday 25 November 2021 in Swynnerton Village Hall

Present : Cllr N Adams (Chairman) Cllr S Amison
Cllr B Price Cllr Cllr E Mateu
Cllr (Mrs) J Malkin Cllr R James

In attendance : Kay Ong, Clerk to Swynnerton Parish Council
Cllr R James, Stafford Borough Council
Two members of the public

Apologies : Apologies were received from Cllr J Pert (Staffordshire County Council, Cllr J. Nixon, Stafford Borough Council and Cllr (Mrs) D Bishop and Cllr T Love.

A. The Chairman welcomed everyone to the meeting which included two parish residents.

B. Public Participation Time

Mr Kingsley Leigh introduced himself as the Group Scoutmaster for the 1st Swynnerton (BBS) Scout Group. The Wolf Cubs Group is available to boys and girls aged 6-11. Mr Leigh handed out information leaflets to Councillors. Cllr Amison volunteered to act as liaison between the Scout Group and the Cricket Club for Scouts International Camps.

Mrs Mottram as President of the W.I., the Leader of the BKV Scheme and the Village Hall Bookings Secretary also attended to thank the Council for its ongoing support with £500 donation to the Village Hall recently received, the annual bulbs for planting and help with the costs for Swynnerton's Best Kept Village entry. The Council was reminded of the Children's Party in the Village Hall on 18 December between 2-4pm, for ages up to 11 years. Tickets will be available from Linda Mottram.

C. Report from Stafford Borough Councillor James

Cllr James reported that there would be free parking at all council surface car parks in Stafford and Stone on Saturday 11 and 18 December after 1pm (not including Waterfront and Riverside).

Forthcoming Events in Stafford and Stone include the Ice Rink opening on 27 November in Stafford also the Christmas Market in the town centre; 9 December – Walking Streets Christmas Market 4-9pm; 11 December – Stafford Farmers' Market; 18 December – Farmers' Market in Stone.

D. Report from County Councillor

Cllr Pert sent his apologies but he was already engaged with the Community Awards in Stafford.

The Chairman closed the Public Participation Time

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1. **Apologies** for absence as above.
2. **Declarations of Interest** and to consider written requests from Councillors to grant a dispensation (S.33 of the Localism Act 2011) There were no declarations made.

Dated

Signed.....

3. **To approve the Minutes of the meeting held on 28 October 2021.**

After consideration of the challenges to the Minutes, they were **APPROVED** as drafted with the addition of **Clerk:Action** where it was absent and a change to the wording of Minute 10 re training.

4. **Matters arising from the Minutes of 28 October 2021**

There were no matters arising not covered elsewhere on the Agenda.

5. **The safety of Councillors and attendees at Meetings**

The Chairman had concerns from the September Meeting when some Councillors were subject to verbal abuse from members of the public before the Meeting began and felt threatened and exposed. We need an effective plan and protocol for dealing with volatile situations. Cllr Adams's draft document was **AGREED** and would run alongside our Standing Orders as further **AGREED** by the Council. **Action : NA**

6. **Clerk's Progress Report, Items not on the Agenda**

An Action Sheet was distributed showing the progress of items from previous Minutes. The Clerk reported that Ferndown Nature Reserve Play area and Tittensor Play Area had had their annual inspections. The Clerk and Cllr Love dealt with an emergency at the FNR Play Area and the zip wire is now unusable. The Council **AGREED** that the Clerk should obtain quotes to repair the zip wire up to a value of £3,000. It was further **AGREED** that the Council should obtain the necessary papers for an application to the HS2/BIFFA Fund for completion to upgrade the FNR Play Area. **Action : Clerk**

7. **Financial Matters**

7.1 **The October accounts for approval**

RESOLVED – that the expenditure for October 2021 be approved for payment.
An Accounts Statement was distributed, and a signed copy attached to the Minutes.

7.2 **Banking Matters**

The Clerk will have to start again as the Bank say they have no knowledge of the Case Number attached to our application for online banking. **Action : Clerk**

7.3 **Budget for 2022/2023 and preliminary Precept Requirements**

The Budget was **AGREED** and Cllr Malkin reminded the Council that the Precept had to be agreed at the next Meeting in January.

8. **Traffic Issues in the Parish**

When the two SIDs arrive, the Clerk is to contact Tony Jones, who will install them, to check the diameter of the poles required. **Action : Clerk**

9. **Ward Matters – Swynnerton, Tittensor and Trentham raised by residents**

Cllr Amison reported that residents in the area of the bus stop in Swynnerton who use pushchairs or have walking problems would like a dropped kerb installed. **Action : Clerk**
Cllr Amison also informed the Council that he had met the new Vicar of Swynnerton and Tittensor churches – the Rev. John Pallister.

Dated

Signed

10. Clerk Training and Employment Contract

After discussion, a draft Agreement was **AGREED** by the Council, to be signed in the New Year. The Clerk is covered by our insurance policy in the same way as all volunteer Councillors.

11. HS2 Meeting

A Teams Meeting is to be arranged on 14 December for Councillors only.

12. Correspondence and circulars received by the Clerk

Nothing has been received through the post. All relevant emails forwarded to Councillors.

13. Next Meeting

The next Meeting will be held on Thursday, 20 January 2022 at 7.15pm at Hanchurch Village Hall.

14. There being no further business, the Chairman closed the Meeting at 9.10pm

Dated

Signed
Chairman