

MINUTES OF THE SWYNNERTON PARISH COUNCIL MEETING

Held on Thursday, 21 April 2022 in Tittensor Village Hall

Councillors in attendance : Cllr (Mrs) Nicky Adams, Chairman
Cllr Peter Bickerstaffe, Cllr Stefan Amison, Cllr Enrique Mateu,
Cllr (Mrs) Dee Bishop, Cllr (Mrs) Joanne Malkin, Cllr Roy James
(late arrival – earlier SBC meeting)

Stafford Borough Council : Cllr Roy James
Staffordshire County Council : Cllr Jeremy Pert

Six members of the public were also in attendance including Cllr Jim Davies, Chair of the Stone Parish Liaison Group, who had come to observe.

Apologies received – Cllr Terry Love, Cllr Brian Price, and SBC Cllr James Nixon sent in apologies which were accepted.

Public Question Time

1. The Chairman welcomed everyone to the Meeting and invited the residents to speak.
2. To consider matters raised by members of the public.
 - a) Three residents from Tittensor came to advise the Council of the dangerous state of Monument Lane from the War Memorial up to the social housing at the top end which houses elderly residents. It was pointed out that the Lane is privately owned so the options are few. They believe there is in existence an agreement that road repairs would be shared equally between Homes Plus and the landowners. Cllr Pert pointed out that although there had once been more social housing, many of the houses had been bought by the tenants whose status then change to landowners. He suggested that they first approach householders to establish ownership.
 - b) Their next concern was the area of Sutherland Road, Tittensor where the gullies are blocked. Cllr Pert advised them to use the County Council app to report blocked gulleys and potholes, and to request a site visit.
 - c) Water pipes appear to run under the grassed area at the top of Sutherland Road where residents now park their cars. Would it be possible to make this an official parking area?
Cllr Pert thought it unlikely that this would be agreed by SCC but a site visit might help.
 - d) Another resident enquired about the new gully to be installed on Beechdale Lane and was advised that it would done by the end of summer.

Reports from County and Borough Councillors

Cllr Pert advised the Council that the 40mph restrictions between Eccleshall and Swynnerton had met with objections and was therefore delayed. Likewise at Hatton and Hanchurch.
Cllr Bickerstaffe asked who the County's current contractors for Highways work are. Jeremy Pert to fix site visit with Amey and Highways for the SID installation.

Date.....

Signed by
Chairman

Borough Councillor James advised that the mayor-making ceremony in Stafford would take place on 12 May.

He also advised anyone interested in helping Ukrainian refugees to look on the County Council website FAQs for more information.

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

- a) that the internal auditors, Alan Toplis Associates, be appointed for the forthcoming year at the Annual General Meeting on 26 May 2022. **Action : Clerk**
- b) that the repairs and cleaning of the two War Memorials be deferred to the autumn for the Remembrance Day Service. Cllr Bishop said she had contacted Cazoo and had a promise from them to contribute towards the cleaning of Swynnerton War Memorial. She also thought that Swynnerton residents' groups would be happy to contribute towards the costs. **Clerk: diary**
- c) that the change of speed to 30mph along Winghouse Lane near Groundslow has been agreed in principle and that we could install the SID in the agreed place with a 40mph flashing sign until the Highways signs had been changed to 30mph.

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

6. Financial Matters

6.1 April 2022 expenditure for approval – duly **APPROVED** and signed.

6.2. Banking Matters – It was **AGREED** that the Clerk should open a new account with the Cooperative Bank rather than Unity Bank because there are local branches as well as online facilities and a UK head office. It was further **AGREED** that the current business account with NatWest should be closed, and the balance then transferred to the current account. **Action: Clerk**

6.3 Cllr Malkin gave Councillors the Final Budget Comparison for 2021-22 which was **APPROVED**. A revised Financial Risk Assessment had been circulated prior to the Meeting which was also **APPROVED**. Revised Financial Regulations are to be confirmed with our internal auditors. **Action: Clerk**

6.4 The final year of our 3-year Local Council Undertaking Insurance Policy with Aviva begins on 1 June 2022. The Clerk informed Councillors that the premium had been

Date.....

Signed by
Chairman

increased by £84 despite the Council being tied into a 3-year Undertaking with Aviva. Clerk to investigate. **Action: Clerk**

7. Traffic Issues within the Parish

- 7.1. It was agreed that the new presentation of the SIDs data was a great improvement.
- 7.2 It was AGREED that the two SIDs in storage should both be used in Swynnerton as the sites were already there, and Tony Jones be asked to quote for their installation. **Action: Clerk**
- 7.3 It was suggested that Tittensor Road in Swynnerton should have a 30mph limit for the duration of the construction site as it is too narrow for heavy vehicles to pass one another and is potentially dangerous for school buses. Clerk to find out if HS2 have applied for this. **Action: Clerk**

8. Ward Matters raised by residents

- 8.1. Tittensor - Cllr Malkin asked if Tittensor could benefit from funding to put in a football pitch and/or play equipment for older children as there is nothing for them at present. Councillors were asked to come up with some solutions first and Cllr James would come up with a list of similar areas and their solutions. Further to Cllr Malkin's query to purchase a thermal imaging camera for residents to check the heat loss from their homes, Cllr James confirmed that County Council have them. Cllr Malkin also expressed concern over the poor condition of the fencing on Green Drive and the footpath bordering the A34. It is very overgrown and in some places the soil has eroded. It would have been a job for the Neighbourhood Teams which have been disbanded. Cllr James will go and look at it.

9. Website

The website is now fully live and should have progressed through the SEO (search engine optimisation) process so it appears at the top of the listings when Swynnerton Parish Council is typed into the search bar. Previously, the website was a long way down the list but had to be 'live' so the Digital Team and admin/editor could see what they were doing - like a prototype. The Clerk has been concentrating on uploading financial documents and our policies so, hopefully, we will not be penalised in our approaching audit.

10. Position of Clerk

The Clerk advised the Council that she would be retiring after the AGM and completion of the AGAR but would not leave the Council until a locum or replacement was available. The Chairman expressed her hope that Lucy Davies, the Clerk to Stone Rural Parish Council, who has been approached, would take up the position. A meeting is to be arranged for Councillors to meet her informally.

11. Neighbourhood Plan update

All papers have been delivered to Cllr James and it is hoped that very soon we will be able to submit our NP for SBC scrutiny and then for consultation within the Parish.

Date.....

Signed by
Chairman

12. Correspondence etc. received by Clerk

General press releases and circulars received have been circulated to Councillors via email. Events notices will go on the website, Facebook and the noticeboards as per usual.

13. The next meeting will be held at **7.00pm** on 26 May 2022 in Swynnerton Village Hall. This meeting will be our AGM and consists of three separate Meetings

1. The Annual Parish Meeting
2. Swynnerton Parish Council Annual Meeting (AGM)
3. Swynnerton Parish Council Monthly Meeting (with Planning Meeting)

14. The Chairman closed this Meeting at 8.50pm.

Date.....

Signed by
Chairman