

MINUTES OF THE SWYNNERTON PARISH COUNCIL MEETING

Held on Thursday, 25 April 2024 at Tittensor Village Hall

Councillors in attendance: Cllr Roy James (Chairman)

Cllr T Love, Cllr D Bishop, Cllr P Cheadle, Cllr P Marsh,
Cllr J Deaville, Cllr E Mateu

Stafford Borough Council: Cllr Roy James

Stafford County Council: Cllr Jeremy Pert

In attendance: L Davies (Parish Clerk)

Public Question Time

1. The Chairman welcomed everyone to the meeting.
2. **To consider matters raised by members of the public**
 - 2.1. A resident of Tittensor raised where the potential new green area was to be in Tittensor. The land in question is a field next to Beechcliff Lane, owned by the County Council but leased for agriculture, however, this proposal is still in very early stages.
 - 2.2. Problem parking in Swynnerton was raised. Cllr Pert offered to meet with Swynnerton Cllrs to review the area. It was suggested that the Fitzherbert Arms should be contacted to discuss improving the situation.
3. **Reports from County and Borough Councillors**
 - 3.1. Cllr Pert has met with the Chief Executive Officer and MP regarding road issues in the area, including flooding and potholes. Cabinet member is putting forward a business case for another JCB pothole pro to be purchased and an additional drainage crew.
 - 3.2. Cllr Pert stated that a small amount of funding was available to community groups.
 - 3.3. Cllr James noted that the mayor making ceremony will take place on Saturday 4th May.

Parish Council Meeting

1. **Apologies for absence received**

Apologies for absence were received from Cllr N Adams.
2. **Declarations of interest, to consider written requests from Councillors to grant dispensation (under S33, Localism Act, 2011).**

Cllr D Bishop declared an interest in agenda item 11.
3. **Approval of the Minutes of the Parish Council meeting held on Thursday 21th March 2024**

The Minutes were considered, APPROVED and signed by the Chairman.
4. **Discuss matters arising from the Minutes not covered in the Agenda**

None

Date.....

Signed by
Chairman

5. Review of the planning committee observations

The planning applications received and decided since the last meeting were reviewed by the meeting.

6. Receive the Clerk's report – correspondence received and progress report on matters not on the agenda

The Clerks' report was considered, and matters noted.

7. Financial Matters

- 7.1. The parish Council insurance is due for renewal on 1 June 2024. It was noted that the Parish Council had entered a 3-year contract with Clear Councils Insurance (previously BHIB Insurance) last year. It was APPROVED that the Parish Council should renew the insurance and payment of the premium should be made.
- 7.2. The payments for March were presented for approval, duly APPROVED, and signed.
- 7.3. The financial statements and bank reconciliation to 31 March 2024 were considered and signed.

8. To consider quote for refurbishment of fascia boards on Tittensor bus shelter

- 8.1. The quote for repairs to the fascia boards of £75 was considered (per shelter). It was noted that both bus shelters at the end of Winghouse Lane (northbound and southbound) needed this maintenance work. It was AGREED to proceed and authorise repairs on both bus shelters. **Clerk to action**

9. To consider requirement for additional road sweeping / pavement cleaning within the Parish

- 9.1. Road sweeping and pavement cleaning were considered.
- 9.2. It was agreed that the sweeping the pavements would not be undertaken and additional road sweeping was not currently needed.
- 9.3. To reconsider road sweeping and gully cleaning requirements at the September meeting.

10. To discuss the purchase of replacement batteries for speed Indication Devices

- 10.1. It was confirmed that the batteries for the 3 speed indication devices were holding their charge and therefore no replacement batteries are required. Clerk to schedule installation with contractor. **Clerk to action**

11. To consider grants for D-Day beacon lighting events in Swynnerton and Tittensor

- 11.1. It was confirmed that Tittensor did not intend to hold an event for D-Day.
- 11.2. Swynnerton will hold a village picnic for the D-Day celebrations. The organising committee will be meeting in May. Swynnerton Councillors to propose a donation amount at the May meeting.

12. To consider formation of Parish Council Traffic Safety Group

- 12.1. Cllr Marsh requested whether the Tittensor Road Safety Partnership (TRSP) could become a working group of the Parish Council.
- 12.2. The matter was discussed. It was noted that the terms of reference for the working group would need to be Parish wide, but that each Councillor would be responsible for progressing matters within their wards and inviting Parishioners as necessary.

Date.....

Signed by
Chairman

12.3. Cllr Marsh to provide TRSP terms of reference to the Clerk. Clerk to draft working group terms of reference.

13. The Annual Parish Meeting, the Annual Meeting of the Parish Council and the May meeting will be on Thursday 23 May 2024, 7.00pm at Swynnerton Village Hall.

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

Date.....

Signed by
Chairman