

**YARNFIELD AND COLD MEECE PARISH COUNCIL
PARISH COUNCIL MEETING
Tuesday 25 June 2019 at 7.30pm
Yarnfield village hall
Minutes**

Present (for all or part of the meeting):-

Councillors:

David Beeston

Stella Hughes

Frank Cromey

Sally Parkin,

Brian Eyre (Chairman)

Brian Rushton

Officers in attendance: - Mr J Fraser- Clerk to the Parish Council

Also in attendance: Cllr. Roy James, Trevor Parkin (SRCG)

Members of the public at the meeting: 7

19.30 Apologies for Absence

Apologies were received from Cllr. M Beeston, Cllr. Pert (SCC) and Cllr. Nixon (SBC)

19.31 Declaration of Interest

Nil

19.32 Public Question Time

Were there any plans to publish agendas and minutes on a website so they are available for the public?

Response: It is the intention of the parish council to have its own web site as soon as possible.

19.33 Reports from Borough and County Councillors.

Cllr Pert sent his apologies

Cllr James reported that following the elections of councillors in May 2019 all councillors were to undergo induction and training.

The Borough Council started its Local Plan Review in July 2017. This is now well advanced and will have implications for the parish council when they are preparing their Neighbourhood Plan.

There has been a suggestion that a planning application has been received by the Borough for a new traveller site near to Cold Meece. This is not the case. The rumour is likely to be based on the need to identify supply for a further 17 pitches and that borough councillors have been invited to identify any potential locations in their wards.

Cllr James was asked to contact the Borough Council's Streetscene service to establish what progress, if any, has been made with regard to drainage work on the village green which is scheduled to be done this year.

19.34 Approval of the Minutes of Meeting held on 30 May 2019, as previously circulated

The draft minutes were amended to include an apology for absence from Cllr. Rushton and a correction to the correct spelling of "Mr Byng". The Minutes of the Parish Council Meeting held on 30 May 2019 were then approved and signed as a correct record of the meeting.

19.35 To consider any matters arising from the minutes not covered elsewhere on the agenda

- (a) The application to open the council's current account with the NatWest Bank has been completed. Arrangements have been made for the payment by Stafford Borough Council of the first precept payment and the cheque for Swynnerton PC has been deposited. [Minute 19.20(a)]
- (b) Work to complete the application to HMRC has still to be finalised. [Minute No. 19.20(b)]
- (c) Induction training for Councillors has been arranged with the Staffordshire Parish Council Association at a cost of £100 for all seven councillors. Training will take place on 3rd and 10th July at 7pm. [Minute No 19.20 (e)]

Resolved - that the clerk confirm the arrangement with the SPCA.

- (d) The civic amenity collection on the 22 June was well supported by residents making use of the service. [Minute No. 19.20(g)]
- (e) A contractor to make the new signs for the parish notice boards has been identified. Once the new signs are available renovation of the boards, including the provision of new internal boards will be undertaken. [Minute No. 19.22]
- (f) The clerk is to prepare, for the July meeting, an outline brief for a competition to produce a letterhead for the parish council. [Minute No. 19.22]
- (g) Arrangements have been made with the Village Hall committee to make quarterly payments for the use of the Village Hall. [Minute No 19.23]
- (h) An application has been made to the Staffordshire Safer Roads Partnership to secure funds for a speed awareness sign in the village.
 - By 4 July 2019, notification of a decision will be issued by the Partnership.
 - By 31 July 2019 funds for successful bids will be provided and will need to be committed by 31 December 2018.
 - Funds must be spent by 30 April 2020.

The application, if successful, will fund a permanent solar powered speed awareness sign. The proposed sign will require more substantial ground fixing than was provided for the sign previously used in the village. The application also includes the purchase of a second solar panel. This would then allow for

second monitoring positions with the speed camera being moved between the local locations. [Minute Number 19.25]

19.36 To receive an update on HS2 from the Stone Rail Head Crisis Group (SRCG)
HS2 Planning Forum - Transport Sub Committee took place on the 6 June 2019; Trevor Parkin attended on behalf of the parish council. There were 7 other parish councils at the meeting. Given that the meeting's primary purpose was to discuss transport and highway issues it was disappointing that neither the Staffordshire County Council nor any borough councils attended the meeting. A letter has been sent by the clerk to the leader of Staffordshire County Council seeking an assurance that parish councils should be invited to participate in technical discussions relating to roads in their respective areas.

As a result of the meeting on the 6th June a parish council forum, of those affected by HS2 in Staffordshire, is now being developed by Stone Town Council.

The SRCG attended the Stone Festival to raise awareness of the proposed HS2 construction and the impact that it will have locally. Despite the very poor weather there was a good response to the event.

A new report by HS2 Ltd has identified six borrow pits in Staffordshire that will produce sand & gravel for the Phase 2a route, which HS2 Ltd is proposing to use as bulk fill for embankment construction. It would appear that the calculations in the report fail to recognise the impact the borrow pits will have on the number of HGV movements needed to support the construction of the Stone Railhead/IMB-R.

The Michael Byng report, which will establish the true cost of construction of the Railhead/IMB-R at Stone and the cost of the SRCG's alternative at Aldersey's Rough, has not been received yet.

Next events:

- 8th July- SRCG meeting with Highways England
- 13 July - SRCG to attend Yarnfield Village Fate
- 21 July - SRCG to hold their AGM at Yarnfield Park Conference Centre

19.37 To approve the adoption of the Council's Standing Orders and Financial Regulations

Copies of the Council's Standing Orders and Finance Regulations were circulated and an overview to their content was provided.

A request was made to amend Standing Order 3(f) to provide more time for public participation from 15 minutes to 30 minutes.

A request was made to amend Standing Order 3(g) to increase the time a member of the public may speak to allow this to be increased at the Chairman's discretion.

Resolved: That the Council Standing Orders and Finance Regulations be approved subject to the following amendments:



- "3(f) The period of time designated for public participation at a meeting in accordance with standing order 3(e) shall not exceed 30minutes unless directed by the chairman of the meeting."
- "3(g) Subject to standing order 3(f), a member of the public shall not speak for more than 3 minutes, subject to the Chairman's discretion to extend the time available."

19.38 Neighbourhood planning - training session update and agreement on the way forward

Cllr Mrs Hughes and Cllr Mrs Parkin provided a briefing on a seminar they attended, which was hosted by Barlaston Parish Council, on the writing of a Neighbourhood Plan. The seminar was lead by Urban Vision which is a community interest company specialising in planning and regeneration and Urban Vision North Staffordshire.

Grant funding to support some of the cost of the development of a Neighbourhood Plan is available.

The importance of developing a strong relationship with the Borough Council's Planning Department was emphasised as being critical.

Resolved: that a meeting be arranged with Urban Vision and the Borough Council to agree the next steps in the preparation of the Neighbourhood Plan.

19.39 Report from the Parish Assembly working group on the next steps.

The proposals of the Parish Assembly Working Group were circulated to members before the meeting. The proposal before the council was to develop 5 "quick wins" or "ambitions" with a nominated person to lead each areas of work;

Ambition	Lead
• Green Space	Cllr Brian Eyre
• Communication	John Fraser, Clerk
• Community	Cllr Sally Parkin
• Pavements and footpaths	Cllr Stella Hughes
• Traffic	Cllr Malcolm Beeston

Resolved:

1. That the proposals of the Assembly Working Group be accepted.
2. The identified lead for each ambition report back to future council meetings on progress.

19.40 Report of the Clerk to the Parish Council:

- (i) A request has been received to contribute towards the cost of planting the floral displays in the memorial gardens at Cold Meece.

Resolved: that garden vouchers to the value of £100 be provided as a contribution towards the cost of the floral display.

(j) Correspondence and circulars

- A complaint has been received about the state of the grass verge opposite Springfields First School. As ownership of the land in question is unclear a Freedom of Information request has been submitted to the Borough Council asking that they identify all the land in the parish which is in their ownership or owned by Stafford and Rural Homes.
- A complaint has been received about an overgrown hedge on Highlows Lane near to the Willows. This problem has been resolved.
- A request has been received to investigate the feasibility of placing a traffic mirror at the junction of Yarnfield Lane and Highlows Lane. This issue has been referred to the Assembly working to take forward as part of their Quick Wins Ambitions' plan.
- A letter has been received from the HS2 Project Manager at Staffordshire County Council offering support to parish councils on the next stage of the hybrid bill process.
- An invitation has been received from HS2 Ltd. for the parish council to meet HS2 Ltd. The initial dates given for the meeting were not suitable for the parish councillors and the clerk was instructed to liaise with HS2 Ltd. to find a mutually acceptable date for a meeting.
- A request has been received from a national charity, London Hearts, seeking support from the parish council to provide publicly accessible defibrillators. There are already two such units in the parish, and it is known that a local charity is currently working to secure a third unit. The council did not feel it was necessary to support this request.
- A request has been received to support the setting up of a local wildlife group which is keen to become involved with projects in the parish. Arrangements have been made to explore what help is needed and how the group could assist in the development of the Assembly's Quick Wins Ambitions' plan.
- An invitation has been received to attend the Mayor of Stafford's charity appeal afternoon tea; details are available from the clerk for anyone who wants to attend.
- An invitation has been received to attend the Stone Town Council Civic Sunday which will take place on 28th July 2019. Details are available from the clerk for anyone who wants to attend.

(k) Public Footpath No. 34

Cllr. D Beeston, who had a personal and pecuniary interest in this matter, took no part in the discussion.

A complaint has been received about the state of the public footpath between Cold Meece and Yarnfield; Footpath No. 34. The complaint relates to the footpath being barred by a padlocked gate at the Meece Road end of the path.

Footpath No 34. is subject to a long running dispute. An application has previously been made to Staffordshire County Council to realign the route of the footpath as it was alleged there was an error on the Definitive Map. The application was considered by the Countryside and Rights of Way Panel on the 8 February 2019. The resolution of the Panel was that there was insufficient evidence to show an error on the Definitive Map and the Statement of Rights of Way for the Stafford District. The consequence of this is that the footpath's current position is not in accordance with the Definitive Map.

- (l) The decision of the Panel has been appealed to the Secretary of State and it is understood that the County Council are reluctant to take any action to reinstate the path to its correct position until the ruling of the Secretary of State is announced.

Resolved: that the clerk write to the County Council to bring to their attention the complaint that has been received; to emphasis the unsatisfactory position that this now places residents in and to ask that they take urgent action to ensure that Footpath No 34.is open to the public.

(m) M6 Smart Motorway

The Clerk and Cllr David Beeston met the Senior Communications Officer responsible for the M6 Smart Motorway Project to discuss the movement of HGVs coming to and from the M6 construction compound. The information provided confirmed that the designated routes for all HGV movements do not permit vehicles coming through Yarnfield village. It was agreed at the meeting that drivers would be reminded about the routes they should follow. In addition a mechanism was agreed by which any Smart Motorway construction lorries seen coming though the village would be reported to the Smart Motorway Project team.

(n) Budget - Schedule of Payments

John Green	480.00 ✓
John Green	240.00 ✓
SPCA booklets	25.22 ✓
SPCA membership	206.00 ✓
SBC - civic amenity collections	402.00 ✓
Total payments due at 25 June 2019	<u>1,353.22</u>

RESOLVED: That the accounts for June 2019 should be approved for payment.

19.41 Himalayan balsam

There is evidence that Himalayan Balsam is growing on the banks of the stream running through the Village Green. Work done in 2018 to remove the balsam by Yarnfield Forum has made considerable inroads into eradicating the problem.

Himalayan Balsam is a very invasive, non-native plant which is illegal. The main method of non-chemical control, and usually the most appropriate, is pulling or cutting the plants before they flower and set seed.

The volunteers interested in setting up a wildlife group who have contacted the parish council may be able to support this work and should be put in touch with the Forum.

Yarnfield Forum's insurance policy makes provision for community work, and this could include work to remove the Himalayan balsam.

Resolved: That a request be made to the Yarnfield Forum to carry out spot clearance of the Himalayan balsam along the side of the stream running thorough the Village Green.

19.42 Reports from Parish Councillors on meetings/courses attended.

Cllr David Beeston attended the Borough Council's D-Day Commemoration service at St Mary Church, Stafford.

19.43 Article for inclusion in the Parish magazine and the Newsletter's Community News

The use of the Church magazine and the Stafford Newsletter's "Community New" was recognised as a valuable way of disseminating information about parish council meetings and the business of the parish council.

The inclusion of a $\frac{1}{2}$ page articles in the bi-monthly Church magazine will cost, for a full year, £258. This will be reduced to £172 to cover articles in the July 19 - March 2020 magazines.

There is no cost associated with the Newsletter's "Community News"

Resolved: that the council pay for a $4 \times \frac{1}{2}$ page article in the Parish magazine.

19.44 Date and Time of Next Meeting

23 July 2019 at 7.30pm - Yarnfield Village Hall.

Meeting Ended 9:30pm



Signed
Chairman of the Council
23 July 2019

Planning matters:

To discuss and confirm responses in respect of the following application:

Reference	Address	Outline	Recommendation
19/30754/HOU	28 Ford Drive, Yarnfield	Proposed living room/porch extension to the front elevation and dining/kitchen/wet room extension to rear	No comment