

YARNFIELD AND COLD MEECE PARISH COUNCIL
PARISH COUNCIL MEETING
16th June 2020 at 7.30pm
Virtual Online Meeting

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

Councillors:

David Beeston	Stella Hughes
Brian Eyre (Chairman)	Sally Parkin
Frank Cromey	Brian Rushton

Also in attendance: - Cllr. Nixon (SBC), Cllr. James (SBC) and Cllr. Pert (SCC)

Stacey Worden, Clerk to Eccleshall Parish Council

Officer in attendance: - John Fraser- Clerk to the Parish Council

Public at the meeting: - 8 (viewing on Facebook Live)

Apologies

20.81 Apologies were received from Cllr. Malcolm Beeston.

Declarations of Interest

20.82 Nil

Public Question Time

20.83 Question 1

A complaint has been received about the music that is performed on Summerfields every Saturday night since the start of the Covid-19 lockdown restrictions. What can the parish council do to bring these performances to an end?

Response

20.84 As this issue is a matter for Stafford Borough Council Cllr Nixon (SBC) was invited to update the parish councillors.

Cllr Nixon has been in discussion with the Borough Council's Regulatory Service Team about the complaints. There have been four complaints over the last twelve weeks. Regulatory Services have said that in view of the number of complaints over the period the performances have taken place it was their view that this was not a statutory nuisance. Cllr James said that residents should log any further complaints with him or Regulatory Services. The Borough Council has written to two households about the noise complaint reminding them of their responsibilities to residents.

20.85 Question 2

An asbestos panel has been dumped in the entrance to the field adjacent to the roundabout on Yarnfield Parkway. Can anything be done to get it removed?

20.86 Response - As this panel is on private land it was agreed that the owner of the land is approach to ask that it is removed.

20.87 Question 3

As a result of the current Covid-19 restrictions many of the footpaths in the village are becoming overgrown with weeds. What can be done to address this problem?

20.88 Response - This was recognised as a problem that needed to be tackled. The Clerk was asked to see if a group of volunteers could be approached to address this issue.

20.89 **Resolved:** that the clerk prepare a list of people willing to help and make arrangements to start this work.

20.90 Question 4

Was there a decision made on taping off the playground as there were children and teenagers playing there?

20.91 Response: The play equipment on Greenside has been closed since the start of the Covid-19 restrictions were announced by the Government and notices to that effect have been posted on the equipment. However, it is recognised that with the relaxations that are starting to come into effect there is a growing number of young people using the play equipment. The rules about the closing of playgrounds have not been relaxed and further steps need to be taken to remind people that the play equipment is not to be used.

20.92 **Resolved:** that additional posters are placed on the equipment; steps are taken to tape off the individual pieces of equipment and reminders are posted on the parish council website and Facebook page.

Reports from Borough and County Councillors.

20.93 Cllr Nixon reported:

- There had been a motocross event which that took place on 6th June in Cold Meece. Staffordshire Police, who had been contacted by councillors and residents, closed the event as it failed to comply with the Covid-19 social distancing rules. A second event is planned for the 20th and 21st June. It is understood that the police are in discussion with the organiser over whether the event can go ahead.
- Stafford Borough Council is offering a discretionary fund to pubs in the area to aid their recovery from the Covid-19 pandemic restrictions.
- The Borough Council is expected to spend in excess of £3.5m as a result of Covid-19 although the full financial repercussions of the pandemic will not be known for some time.
- The Borough Council has issued bin calendars; this will be the last occasion when a paper copy of the calendar will be sent to households in the Borough.

20.94 Cllr James encourage parish councillors to read the report by the Borough Council's Chief Executive about the actions taken by the Borough Council in relation to the Covid-19 outbreak.

20.95 Cllr Pert

- The response to the Covid-19 pandemic in Staffordshire is now moving into the recovery phase. The initial response to the pandemic at local, borough and county level and through the voluntary sector in Staffordshire has been fantastic. What is now needed is to develop the recovery phase so that we can end the recession as quickly as possible.
- All public sector bodies need to look at how they can use their resources most effectively to support the recovery.

- Discussions have been resumed with the County Council officers to see how we can start public engagement work again. This will include restarting the work on reducing speed limits in the parish and the double yellow line survey that has been scheduled.

20.96 **Resolved:** It was resolved that an "off-line" conversation about the role of the Parish Council in the Covid-19 recovery phase was set with Cllr. Pert.

Update on HS2 from the Stone Rail Head Crisis Group.

20.97 Since the last meeting in May the SRCG continues to work on the project.

- The Parish Council has been approached by the person administering the House of Lords proceedings to enquire whether they would be prepared to give evidence by video link. In discussion with the chairman this offer has been politely declined because we do not consider that it would give us the opportunity to put our case to the committee effectively. We therefore have said that we want to give evidence in person in the Committee room once lockdown restrictions permit.
- A response to the exchange of letters with HS2 Ltd in April and May 2020 has just been received and will be reported to the Council at the next meeting

Approval of the published draft minutes of the Parish Council meeting held on 13th May 2020. (as previously circulated)

20.98 The minutes of the Parish Council meeting held on 13th May 2020 were approved. As a result of the Covid-19 restrictions on public meetings the minutes will be signed at the first available opportunity.

Matters arising from the minutes not covered elsewhere on the agenda

20.99 Matters arising:

- Has any progress been made with the installation of the wheel wash by BIFFA? [20.64 (i)]
- The County Council officer who would monitor this work has been reassigned to support the COVID-19 response. An answer to this will be provided once they are able to return to their normal duties.
- Are the Borough Council's civic amenity collections likely to resume soon? [20.64 (iii)]
- The Clerk will make enquiries to find out when these are likely to resume.
- One of the consequences of the Covid-19 pandemic restrictions is that many of the actions in the Parish Assembly Priority Actions plan have be put on hold.

20.100 **Resolved:** That an update report is prepared for the July meeting.

Annual Governance and Accountability Return 2019/20

20.101 The Parish Council is required to complete an Annual Governance and Accountability Return (AGAR) which includes audits of the previous year's accounts. Copies of the AGAR return, together with the supporting evidence, were circulated to members in advance of the meeting which included:

- The Report from the Internal Auditor and accompanying letter
- The final accounts for 2019/20
- The year-end bank reconciliation
- The Annual Governance Statement

- The Accounting Statement
- The period for the exercise of public rights

20.102 The Clerk advised that as this was the first occasion on which the Parish Council had completed an annual return there were some parts that were not appropriate to a new parish council. There were no matters to be brought to the attention of the council from the internal auditor's report. Once the AGAR return has been approved by the Parish Council it is required to make the documents available for public scrutiny for a period of 30 working days.

20.103 **Resolved:** It was resolved that:

- i. The Parish Council received and note the Internal Auditor's report.
- ii. The Annual Governance Statement was considered by the Council and members agreed all matters had been adequately complied with. The Clerk and Chairman to sign the Annual Governance Statement at the earliest opportunity.
- iii. The statement of accounts was considered by the Council and members agreed all matters had been adequately complied with. The Clerk and Chairman to sign the statement of accounts at the earliest opportunity.
- iv. The Council received and noted the dates for the period for the exercise of public rights.
- v. The Annual Governance Return is submitted with the supporting documents, to Mazars, the external auditors.

Highways report: to receive a report on the inspection of pavements in the parish and agree the next actions

20.104 Cllr Mrs Hughes provided a resume of two Staffordshire County Council reports; "Well Managed Highway Infrastructure" and "Highway Safety Inspection Code of Practice".

20.105 The Parish Council recognised that improving the standard of pavements, especially in the centre of Yarnfield, will require considerable investment and comes at a time of ever-increasing pressure on the County Council's budget.

20.106 Having a better understanding about the inspection regime used for footways will help the Parish Council monitor the standard of repair and report problems where they arise.

Walking routes in the parish: to consider proposals to publish details of walking routes in the parish

20.107 A request has been received to consider whether it would be appropriate to publish maps of walks in the parish. The Parish Council currently promotes the Staffordshire County Council interactive footpaths map, on their website.

20.108 **Resolved:** It was resolved that the Clerk work with residents to identify possible routes around the parish and report to the next meeting.

Report of the Clerk to the Parish Council

Budget

20.109 The Schedule of payments up to 16 June 2020 was approved and is attached at Appendix 1. The current account balance on 16 June 2020 was £8,723, and the reserve account balance was £2,000 plus interest. Invoices from the Borough Council for the 2019 election recharge and the cost of the civic amenity collection have not yet been received.

Yarnfield Lane/Highlows Lane junction: maintenance of the hedge

20.110 The hedge on Yarnfield Lane, in the garden of Boundary Cottage, is now encroaching on Yarnfield Lane and, if not attended to, will cause a serious risk to vehicles using the lane.

20.111 **Resolved:** It was resolved that Cllr. Mrs Hughes approach the owners to see what can be done to get the hedge cut back.

EVOLIS Speed Sign

20.112 The work to complete the installation of the speed sign in Yarnfield has been completed and it is hoped the sign will be operating by 20 June 2020. Yarnfield Forum secured funds from the Staffordshire Safer Road Partnership to buy the equipment. A second grant from BIFFA, Landfill Site, Cold Meece helped pay for its installation.

Yarnfield and Cold Meece has an active Community Speed Watch Team and they will be taking on the day to day management of the equipment.

The Forum has now given the equipment to the Parish Council who hope this will help to address residents' concerns about the speed of vehicles in the village.

Confirmation has been received from the council's insurance company that the equipment is covered by the insurance policy.

Details of the EVOLIS Radar Speed Sign has been added to the asset register.

20.113 Correspondence and circulars

- a) An email thanking the Parish Council for the work they had done to replace the memorial bench to Debbie Harrison has been received from her sons.
- b) An email has been sent to Chief Inspector Parsons thanking him for the polices' response to the Motocross event that took place at Cold Meece during the weekend of 6th June 2020.
- c) A complaint has been received about the speed of vehicles on Brookvale Drive. This has been referred to Staffordshire Police and the Yarnfield Park Conference Centre both of whom have responded positively to the complaint.
- d) Notice has been received from the County Council about the closure of Yarnfield Lane from the junction of Greenside to the junction of Highlows Lane. The closure to be in operation from the 6 - 10 July 2020.
- e) A training course for Councillors - "Councillor Fundamentals, A brief introduction to the role of Town and Parish Councillors" is being run on 22 July and 4 August. Anyone wishing to attend to contact the Clerk.
- f) Prices for the repair of the safety matting on the Greenside Playground have been received. As the repair will not require specialist contractors to complete the work it is hoped a local contractor can be found to undertake this work.

Reports from Parish Councillors on meetings/courses attended.

20.114 No Reports were received.

Date and time of next meeting.

14 July 2020 at 7.30pm



Signed

Chairman of the Council

13.4.21

Date

Planning matters:

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

Reference	Address	Outline	Decision
Nil			

Yarnfield and Cold Meece - Schedule of Payments

16 June 2020

Detail	Date	Amount	Payment Method / Cheque No.	VAT	Section 137 payment
Eddy's Building Services (bench bases x 3)	27-May-20	375.00	Bank transfer	-	
Mrs C Heelis (Internal Audit)	03-Jun-20	62.50	Bank transfer	-	
Trent Ground Maintenance Invoice No 3	22-Jun-20	677.16	Bank transfer	112.86	
TDP Ltd (3 x park benches)	22-Jun-20	1,332.86	Bank transfer	222.14	
Clerk's salary (May 2020)	22-Jun-20	516.13	Bank transfer	-	
HMRC (Period 2)	22-Jun-20	129.00	Bank transfer	-	
Office Expenses - HP OfficeJet 9010 printer	22-Jun-20	146.57	Bank transfer	24.43	
Transfer of funds funds to Reserve Account	22-Jun-20	1,000.00	Bank transfer		
		4,239.22		359.43	

Chairman Cllr. Eyre



Date: 13-4-21