

	<p><b>YARNFIELD AND COLD MEECE PARISH COUNCIL</b></p> <p><b>PARISH COUNCIL MEETING</b></p> <p><b>Tuesday 13<sup>th</sup> April 2021 at 7.30pm</b></p> <p><b>Online Meeting</b></p>
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**Public viewing - the meeting will be streamed live on the Parish Council's Facebook page: @ycmparishcouncil**

## **AGENDA**

1. Presentation by Network Plus Services Ltd - Meaford to Eccleshall Major Project Scheme
2. Apologies for Absence
3. Declaration of Interest
4. Public Question Time (30 minutes)  
(Anyone who wants to ask a question during the public question time session should contact the Parish Clerk by 12 noon on Monday 12<sup>th</sup> April 2021.)
5. Community Speed Watch Update
6. Reports from Borough and County Councillors
7. Update on HS2 by the Stone Rail Head Crisis Group
8. Minutes of the meeting held on 9<sup>th</sup> March 2021 - To approve the draft minutes (as previously circulated) and to consider any matters arising not covered elsewhere on the agenda.
9. Minutes of the meeting held on 30<sup>th</sup> March 2021 - To approve the draft minutes (as previously circulated) and to consider any matters arising not covered elsewhere on the agenda.
10. Keep Britain Tidy Campaign - to approve a Spring Clean litter campaign.
11. Parish Clerk's report:
  - a) Budget - update and schedule of payments
  - b) VAT claim 2020/2021
  - c) Correspondence and circulars
12. BT Phone Box - to consider a proposal to remove the phone box in Yarnfield.
13. Bus service - to receive an update on changes to the service.
14. National call for evidence - to approve the submission of evidence on virtual parish council meetings.
15. Annual Audit - to note the timetable for the 2021 audit.
16. Review of key documents - to approve the annual review of the Parish Council's key documents.
  - a) Standing Orders

b) Financial Regulation

c) Asset Register

17. PCSO report - to receive the monthly activity report.
18. Reports from Parish Councillors on meetings/courses attended.
19. Planning - to consider any planning applications in the parish,  
Date and time of next meeting - Tuesday 4th May 2021 at 7.30pm

  
John Fraser  
Clerk to the Parish Council  
Date: 08 March 2021

## YARNFIELD AND COLD MEECE PARISH COUNCIL PARISH

### Planning applications:

Reference	Address	Outline
Nil		

# Yarnfield and Cold Meece Parish Council

## 13<sup>th</sup> April 2021

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Report 1. Community Speed Watch Report

- 1.1. Attached as an Appendix to this document.

Report 2. Minutes of the Parish Council meeting held on 9th March 2021

- 2.1. Provided as a separate document on the Parish Council website

Report 3. Minutes of the Parish Council meeting held on 30<sup>th</sup> March 2021

- 3.1. Provided as a separate document on the Parish Council website

Report 4. Yarnfield Spring Clean

- 4.1. The Great British Spring Clean campaign 2021 was launched this week by Keep Britain Tidy. From 28<sup>th</sup> May to 13<sup>th</sup> June 2021, LitterHeroes across the country are encouraged to get outside and get active, while helping Keep Britain Tidy.
- 4.2. To help with this, Keep Britain Tidy has developed a handy pack of assets and resources to help engage communities in the campaign. Supporters are encouraged to make a simple pledge and let Keep Britain Tidy know how many minutes they'll clean-up for during the campaign. Pledges can be made as an individual or a group, ensuring they follow the latest Covid-19 guidance about group gatherings outdoors.

**Recommendations:**

- That the Parish Council run a Spring Clean campaign in May 2021
- Article in the Newsletter
- Call for volunteers to come together over a weekend in mid-May
- Source equipment from Streetscene
- Arrange disposal of collected material with Streetscene
- Tackle longstanding problem at the top of the village green
- SBC to erect dog exclusion signage on the Greenside playground.
- Poster campaign around the village at known areas of concern
- Complete work on the review of litter bins in the parish.

Report 5. Clerk's Report

- 5.1. VAT claim –2020/2021 - £554.51 has been paid by HMRC
- 5.2. VAT claim – 2020/2021 - £ 1,579.49 has been submitted to HMRC
- 5.3. Budget – creditors list and schedule of payments

## Creditors list at 31 March 2021

### Yarnfield and Cold Meece - Creditors List

31 March 2021

Detail	Date	Amount	Payment Method / Cheque No.	VAT	Section 137 payment
Clerk ( March 21)	31-Mar-21	530.40			
PAYE (Period 12)	31-Mar-21	132.60			
Clerk March 2021 expenses claim	31-Mar-21	19.99		1.67	

682.99

1.67

Chairman Cllr. Eyre

Date:

## Schedule of payments 13<sup>th</sup> April 2021

### Yarnfield and Cold Meece - Schedule of Payments

13 April 2021

Detail	Date	Amount	Cheque No.	VAT	Section 137 payment
Clerk (March 21)		530.40	054	-	
Paye (Period 12)		132.60	055	-	
Clerk Expenses claim (March 2021)		19.90	056		
SLCC - GILCA Fee		410.00	057	-	
Clerk (April 21)		530.40	058	-	
HMRC (Period 1)		132.60	059	-	

1,755.90

-

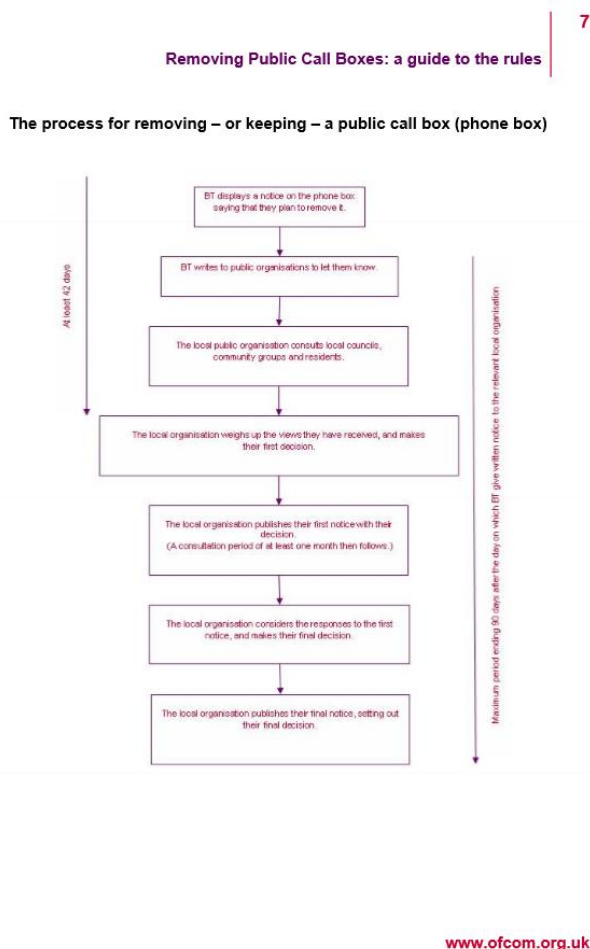
Chairman Cllr. Eyre

Date:

## Report 6. Phone box consultation

- 6.1. An invitation has been received from Stafford BC to consider a request by BT to remove the phone box in Yarnfield.
- 6.2. For some people, who do not have any kind of phone of their own, phone boxes are a lifeline. For others, they are useful if they find that their mobile phone isn't working
- 6.3. A removal of phone boxes guide has been produced by Ofcom.

[https://www.ofcom.org.uk/data/assets/pdf\\_file/0035/47879/removing\\_callboxes.pdf](https://www.ofcom.org.uk/data/assets/pdf_file/0035/47879/removing_callboxes.pdf)



- 6.4. Unlike a normal business, BT can't just take away services for reasons linked to money. They have a duty, known as the Universal Service Obligation, to provide a reasonable number of working phone boxes where they're most needed.

### **Role of the Local Organisation – Stafford Borough Council**

- 6.5. When BT announces plans to remove a phone box, it is the local organisation's job to decide whether to use its local veto to object. To do this, they must first ask the views of the local community by carrying out a consultation process.
- 6.6. Comments must be returned to Stafford Borough Council by Friday 30 May
- 6.7. Things to take into account:

- i. Is the phone box provided in an area surrounded by social and privately rented houses?
  - ii. Where is the next nearest phone box ?
  - iii. What are the takings from the phone box?
- 6.8. To exercise their power of veto the Borough Council will need to receive evidence as to the ongoing need for retention of the phone box

**Recommendation.**

- (a) Undertake consultation with the community over the continued need for the phone.
- (b) Delegate authority to the Clerk to respond following consultation with councillors,

**Report 7. Bus service review**

- 7.1. Verbal update to be provided.

**Report 8. National Call for evidence**

- 8.1. The Government has issued a call for evidence seeking views on the use of the current arrangements which have provided express provision for local authorities to hold meetings remotely or in a hybrid format during the coronavirus pandemic.
- 8.2. The call for evidence seeks to learn about the experience of local authorities in the whole of the UK regarding remote meetings.

**Draft Response**

- 8.3. Yarnfield and Cold Meece Parish Council quickly adapted to the new ways of working and held their first virtual meeting in May 2020. The Council also took the important decision to stream the meeting to the Parish Council's Facebook page. This obviously required some retrospective changes to the Council's standing orders and was undertaken by all with some trepidation. While there have been a few problems along the way everyone involved agrees the new arrangements have been a great success. We obviously look forward to the day when we can all come together again and hold face to face meetings as this is the natural way of working for local councils.
- 8.4. A traditional meeting held in the village hall would normally attract a small audience of up to 8; usually the same people would attend, and the age range was definitely towards the more senior members of the community. It is clear the move to on-line meetings has been to the detriment of some who don't have the facilities to use social media to watch meetings.
- 8.5. However, the return to normality will come at a price. Virtual meetings have brought with them a whole new audience who are engaged with the issues and debates affecting the parish and have a real interest in the work of the council. We regularly see 30+ people watching a meeting and commenting on the issues being discussed. The

other important factor is that the new audience is far more fluid and represents a much broader demographic.

- 8.6. Having started on this novel approach to meetings the Parish Council is sure residents will expect it to continue, and some form of hybrid meeting will need to be developed. To do this will require technical support to develop the platform needed to stream meetings to the internet; the existing arrangement for a virtual meeting, using councillors' own computers and broadband, is simple in comparison to what will be needed for a hybrid meeting.
- 8.7. The virtual council meeting has a real place in the future of local democracy and their loss would be seen by this Council, and the community we represent, as a retrograde step.

John Fraser  
Parish Clerk  
Yarnfield and Cold Meece Parish Council

**Recommendation:**

- That evidence is submitted to government call for evidence.

**Report 9. Annual Audit**

- 9.1. Internal Audit – to take place between 14<sup>th</sup> April – 28<sup>th</sup> April 2021
- 9.2. Annual Governance and Accountability Return 2020-21
- 4<sup>th</sup> May 2021 - Signed off by the Parish Council.
  - 30<sup>th</sup> June 2021 – deadline for submission of the Annual Governance and Accountability Return.

**Report 10. Review of key document**

- 10.1. It is good practice to undertake a regular (annual) review of the Parish Council's principal strategic documents. This is also a prerequisite to demonstrating the Council conforms to the standards of the Governance and Accountability return (AGAR)
- 10.2. There are 4 key documents:
- i. Standing Orders
  - ii. Financial Regulations
  - iii. Risk Register
  - iv. Asset register
- 10.3. The Risk Register was updated in January 2021 and requires no further action.
- 10.4. Each of the documents will be available on the Parish Council website.

**Recommendation:**

- that the changes to the reports are noted and the revised documents are published on the parish Council's website

**Report 11. May 2021 Meeting – 4<sup>th</sup> May 2021**

11.1. The May 2021 Parish Council meeting will be the last opportunity to not hold a public facing meeting before the withdrawn of the Covid-19 regulations permitting virtual meetings.

11.2. The meeting will be in three parts:

**Annual meeting of the parish Council:**

- Selection of the chair and vice-chair
- Delivery by the Chair/vice-chair of their acceptance of office form, unless the Council resolves for this to be done at a later date.

**Normal parish council business.****Annual Parish Assembly:**

- Receive the Minutes of the 2119 meeting
  - Motion to hold a Parish Assembly meeting in the autumn when a face to face meeting can be held.
- 

**Report 12. PCSO Activity report**

INCIDENT TYPE	TOTAL
ASB	6
BURGLARY	1
COVID BREECH	7
CRIMINAL DAMAGE	1
OTHER CRIME	0
MISC	5
SUSPICIOUS	4
THEFT	0
TRANSPORT	1
MALICIOUS COMMS	1
VEHICLE CRIME	1
ADMINISTRATION	1
CONCERN FOR SAFETY	1
TOTAL	29

Only one "concern" brought to our attention this month, suspicious activity on the Labour in Vain car park. We have paid attention to that in our patrol strategy, but nothing noted, & reports have dropped off.

Reports of "Covid breeches" (reports of people not abiding by the guide lines), continue to be called in, but hopefully, these will reduce as restrictions are lifted.

Miscellaneous items are reports that are not really in the public interest & more personal reports

Just the usual reminders regarding SCAMS & the most topical being for DVLA vehicle not taxed, BT contract ending, & calls from bank stating your account has been compromised. I have sent a SMART ALERT about them (yesterday), if you need me to send again, please let me know.

Patrick Wright

PCSO 16750

01 April 2021

**Recommendation:**

- That the report be noted.
- Any issues of concern are forwarded to the police.



# Yarnfield and Cold Meece Parish Council

March 2021

# March 2021 Update

- **Actions**

- Police present at the junction with Ashdale Park and Yarnfield Lane (Tuesday, 30 March)
- Police present on Yarnfield Parkway (Wednesday, 24 March)
- Contact with Road Safety Unit, Staffordshire County Council re wheelie bin stickers
- Reviewed Parish Council consultation and made recommendations
- Indirect communication with Barratt Homes re road signage on Yarnfield Parkway

- **Next Steps**

- Encourage local community to apply / support the need for wheelie bin stickers
- Contact Barratt Homes to follow up initial conversation

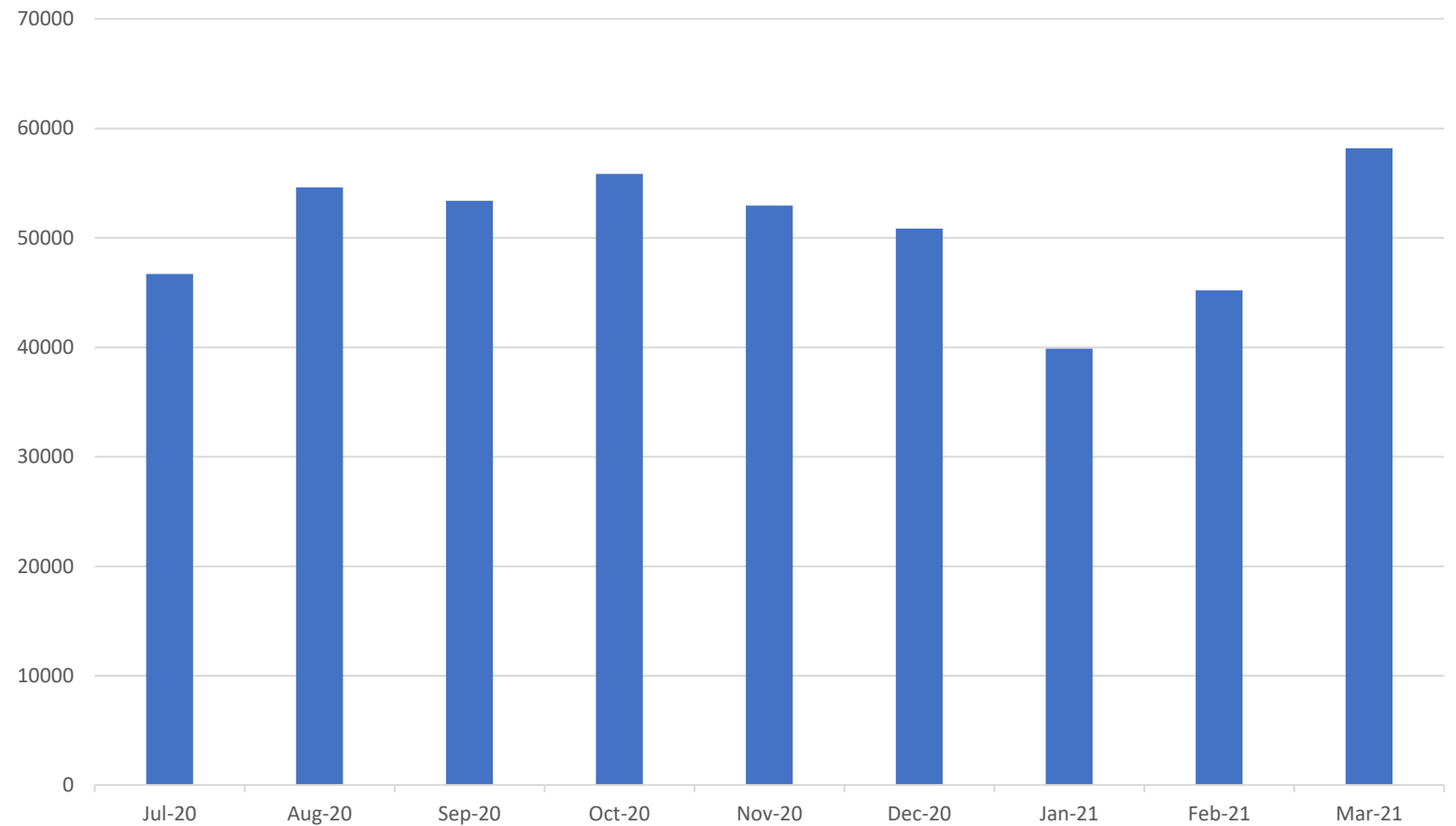
- **Proposed**

- Proposal from CSW to Y&CM PC re direction of expenditure to meet the PC Priority Five – Road Safety Strategy points *paused until the public consultation has ended and been reviewed*

# Y&CM PC ElanCity Radar – Traffic Count

Average over 9 months  
= 50,849

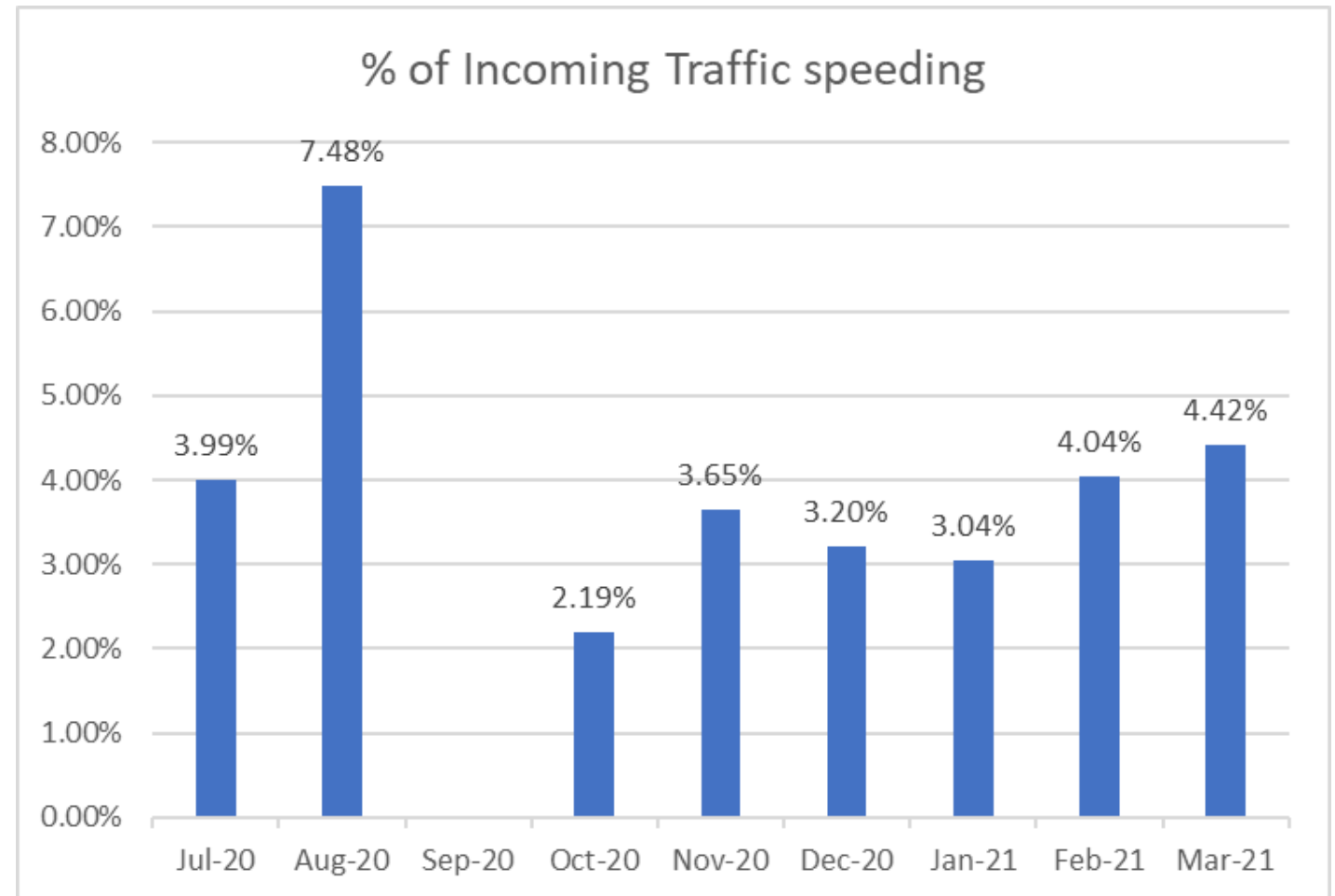
TOTAL Traffic Count From Cold Meece



# Y&CM PC ElanCity Radar – Speed incoming

## Headlines

MoM increase in speeding in all groupings  
Increase in V85 from 25 to 26mph

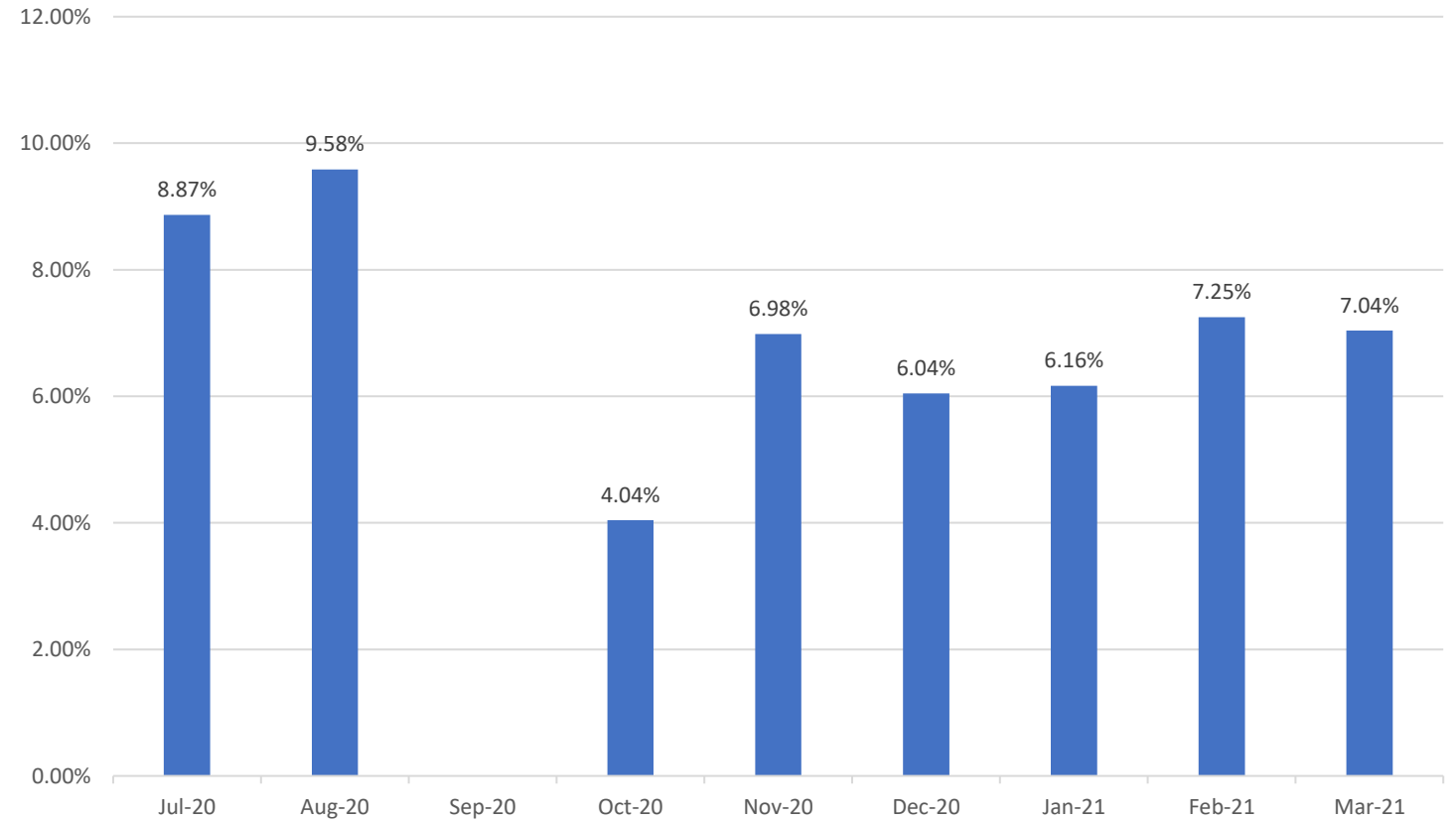


# Y&CM PC ElanCity Radar – Speed outgoing

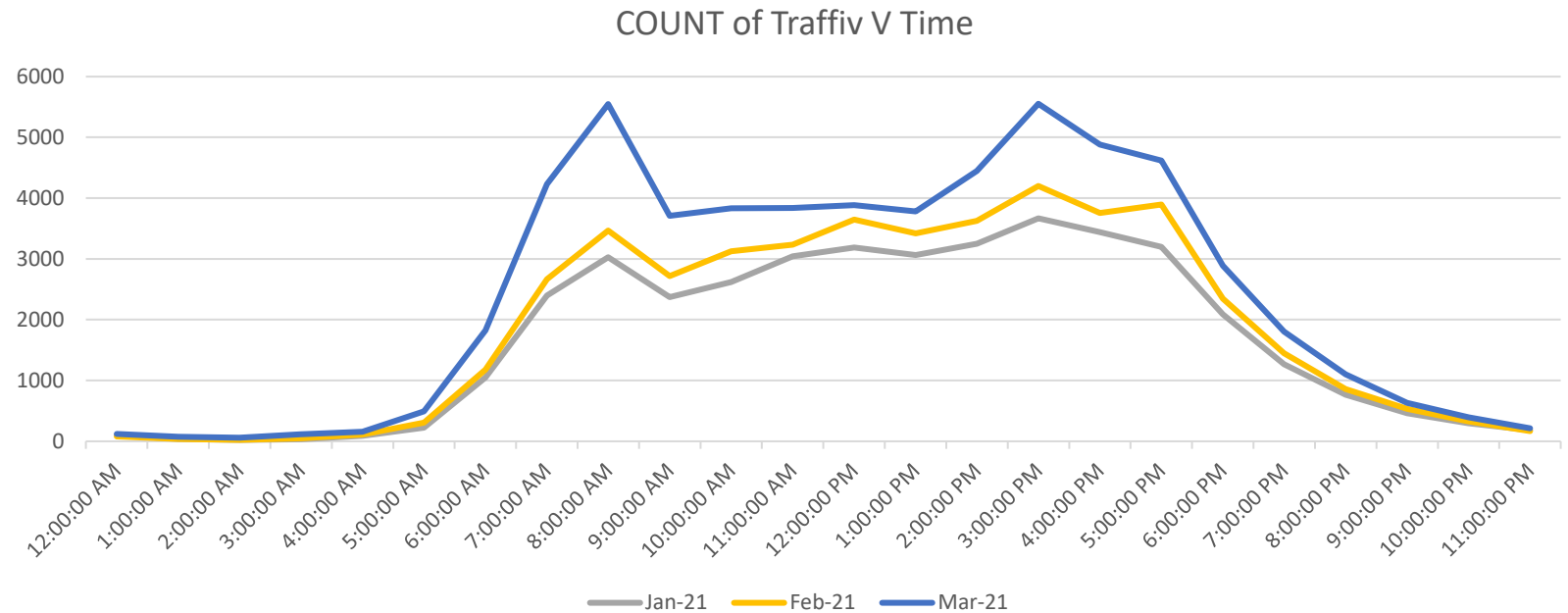
## Headlines

MoM increase in number of vehicles speeding,  
but decrease in % due to increase of traffic  
flow

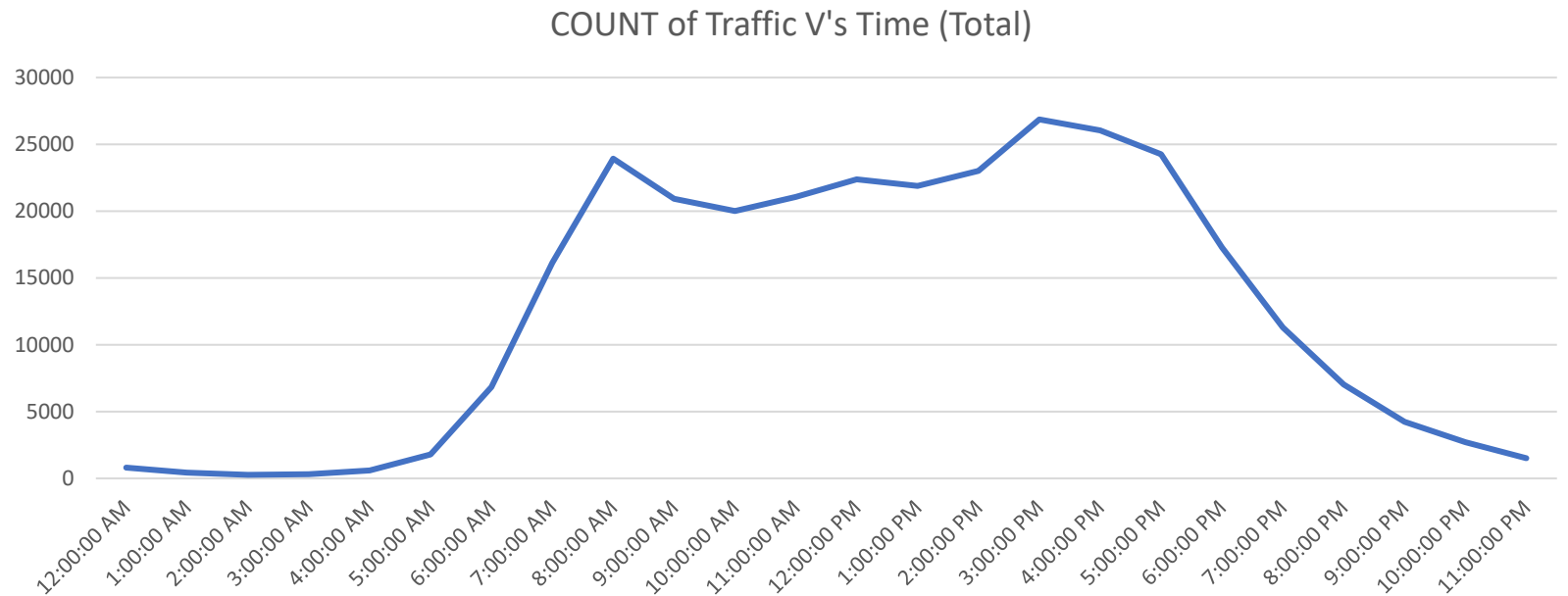
% of Outgoing Traffic speeding



# Y&CM PC ElanCity Radar – Traffic Count V Time



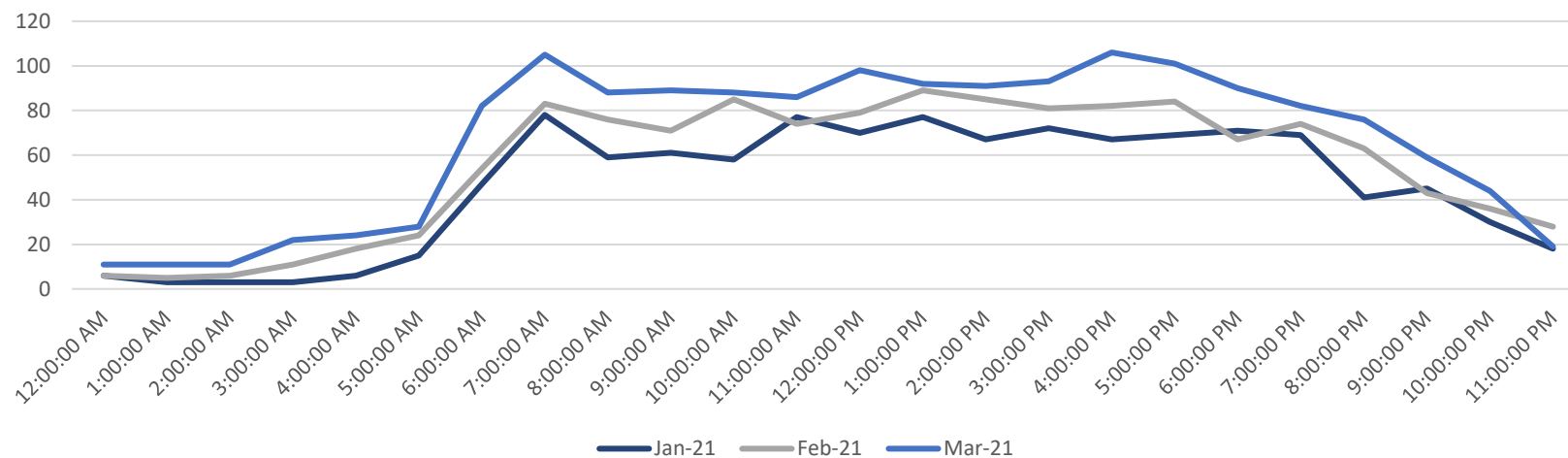
Headlines  
March, high peaks at rush hour



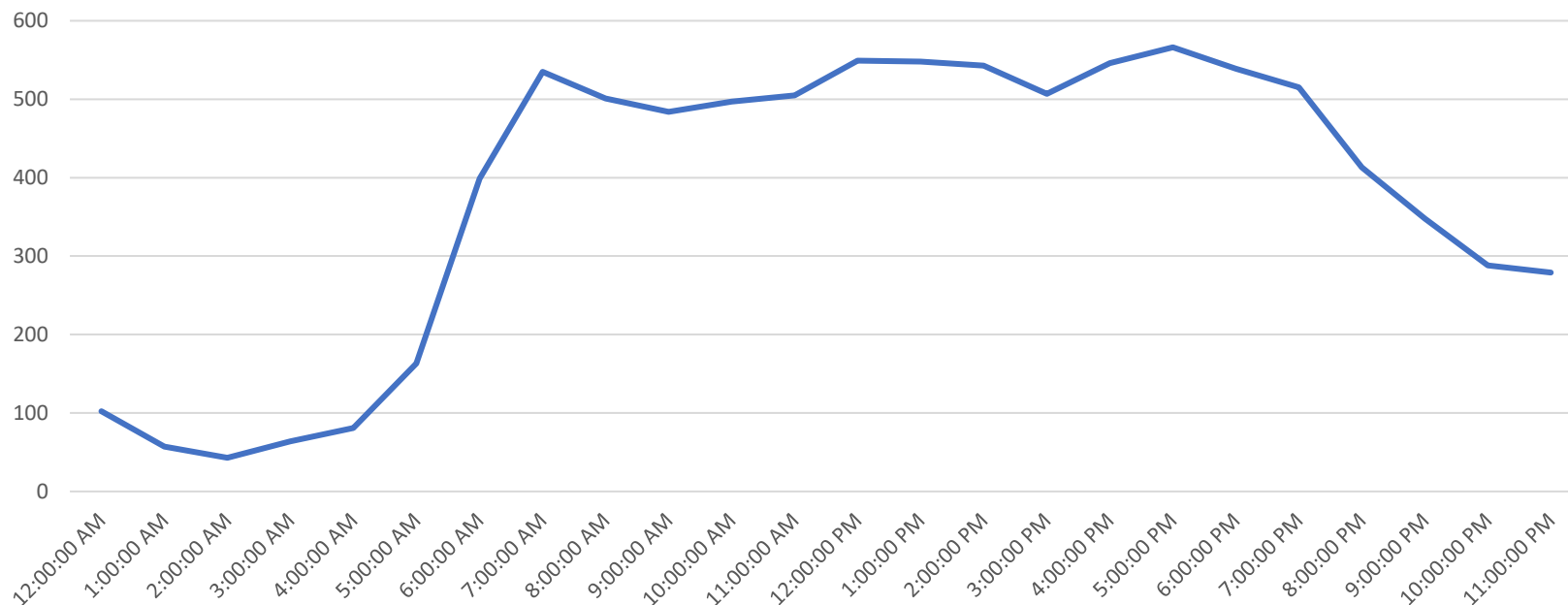
# Y&CM PC ElanCity Radar – Speed over 31mph V Time

Headlines  
Consistently higher than previous  
months

COUNT of speed over 31 mph v TIME by Month



COUNT of Speed above 31mph V's Time (SUM Total)

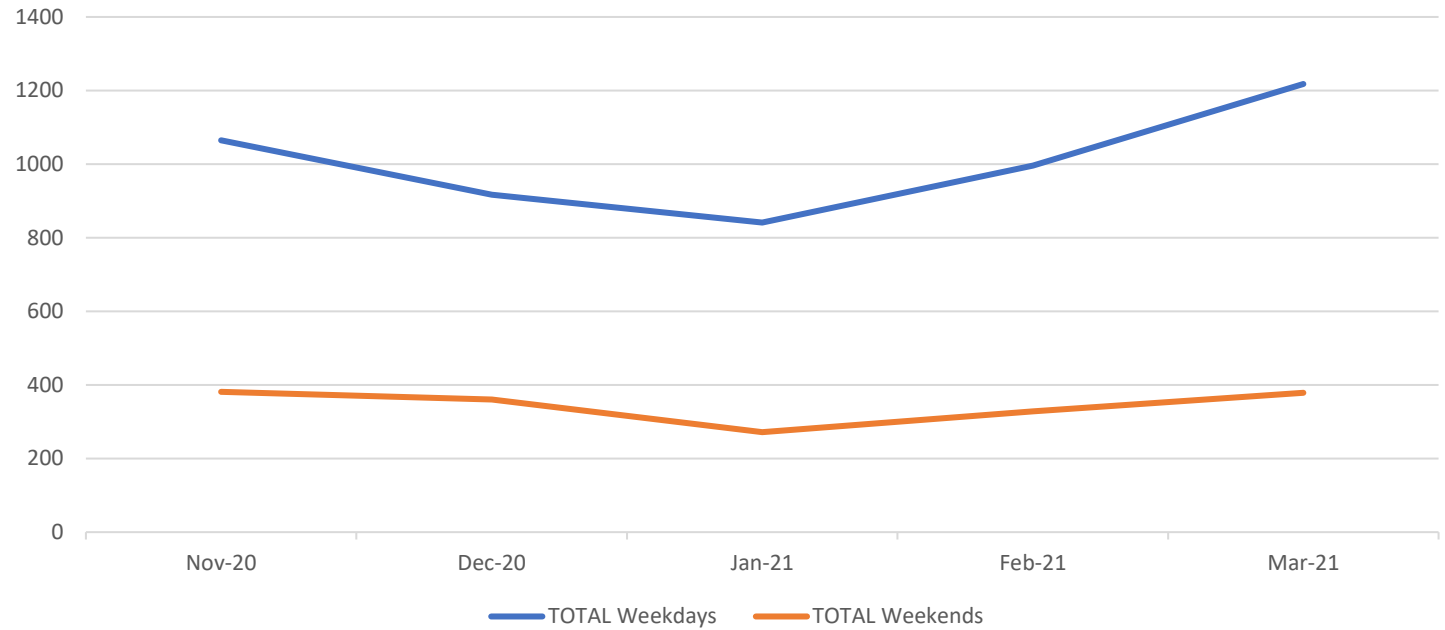


# Y&CM PC ElanCity Radar – Speed over 31mph V Day

## Headlines

Consistently higher than previous months

Number of Vehicles above 31mph by day by month



	Nov-20	Dec-20	Jan-21	Feb-21	Mar-21	TOTAL	Average
Monday	232	140	153	185	272	710	177.5
Tuesday	236	168	167	206	266	777	194.25
Wednesday	175	209	172	194	233	750	187.5
Thursday	217	212	154	191	212	774	193.5
Friday	205	188	195	220	235	808	202
<b>TOTAL Weekdays</b>	<b>1065</b>	<b>917</b>	<b>841</b>	<b>996</b>	<b>1218</b>	<b>3819</b>	<b>954.75</b>
Saturday	199	183	173	195	192	750	187.5
Sunday	182	177	98	133	186	590	147.5
<b>TOTAL Weekends</b>	<b>381</b>	<b>360</b>	<b>271</b>	<b>328</b>	<b>378</b>	<b>1340</b>	<b>335</b>

# Yarnfield CSW



- **Actions / Update**
- Two new volunteers awaiting training by CSW at Staffordshire Police
- CSW volunteer from Swynnerton has agreed to support Yarnfield CSW
  
- Number of trained and active volunteers 4
- Number of volunteers awaiting training 2

# CSW Strategy 2021

- Highways - Is the road classification correct
- If so, what methods can be used to ensure PRN is correctly used?
- Education -> improved signage for road users
- Education -> for residents
- Engagement -> CSW recruitment
- Engagement -> Improved communication
- Enforcement -> Staffordshire Police at peak times
- Enforcement -> CSW
- Enforcement -> Create an extended CSW partnership



