








Yarnfield and Cold Meece Parish Council
Council Resolutions and Actions

Monthly Progress Tracker

	 Warning	 Action – in progress	 Achieved
July 2022	12	8	5
September 2022	2	11	4

<u>Minute</u>	<u>Resolution</u>	<u>Action</u>	<u>Status</u>	<u>RAG</u>
<u>July 2022</u>				
22-333	Terms of reference for the Events Committee to be prepared.	Draft Terms of Reference prepared and circulated to members of the Fete Committee. Report prepared for September meeting	Awaiting Council Approval	
<u>June 2022</u>				
22-285	<u>Network+ contractor – helpline charges</u> Network Plus and the Staffordshire County Council are contacted to express the parish council’s concern about the use of a premium phone number to report defects with the traffic management lights.	Chasing response from Network Plus (06/09/22) Concern about you of 0845 number raised with Major Project Manager Email sent to Network Plus asking for their views on why an 0845 number is used and whether an 0800 or 0808 number could be used. (05/07/22) Email sent to Cllr Pert asking if the Staffordshire County Council permit arrangements for traffic management	Awaiting response from Network+ and SCC	



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		could require the use of a freephone number for reporting faults. (05/07/22) Network+ forwarded email to their contractor		
22-265	<u>Labour in Vain</u> i. The notes of the Annual Parish Assembly were notes; ii. Work is done to establish a group to approach the Stonegate in with a view to agreeing how the pub can be reopened. iii. Work is undertaken to register the Labour in Vain and a community asset with Stafford Borough Council.	Registration as a community asset made to Stafford Borough Council (26/08/22) Autumn 22 Newsletter used to support the pub and promote their Facebook page.	Await response from Stafford Borough Council on ACV application	
<u>May 2022</u>				
22-247	<u>Home to School Transport</u> It was resolved that a letter is sent to Staffordshire County Council asking for them to review their position on home to school transport.	Contact to Eccleshall PC asking for update on their dealings with Staffordshire County Council. 21/09/22 Home to School Transport – The Stone Parish Council Liaison Group has invited parish councils to write to Staffordshire County Council. Exemption application needed to be received by the DfT by 31 May 2022. As the parish council meeting was on 30 th May the resolution to write to Staffordshire County Council would have been out of time as soon as it was sent.	Parish Council 13 July to be asked to agree a revised resolution.	



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<u>April 2022</u>				
22-188 22-271	<u>Community Project officer appointment</u> The Clerk work with Support Staffordshire to develop a scheme that is beneficial to the parish council up to a limit of £2,000.	Lottery application prepared with support of Support Staffordshire, and now await result (25/08/22) <i>Lottery fund application prepared and sent to Support Staffordshire</i> <i>Agreement from Yarnfield Park to use the centre secured. (14/06/22)</i> <i>Meeting with SS requested to complete work on the lottery bid. (04/07/22)</i>	Waiting for decision of the Lottery Fund	
22-153	<u>Yarnfield Lane Cycle path</u> - That the council endorses the proposal to provide a safe cycle and footpath connection between Yarnfield and Stone. - That the Staffordshire County Council and neighbouring parish councils are contacted to secure their support.	Staffordshire County Council confirm arrangement for HS2a Road Safety Fund. Email sent to Cllr Pert to forward to appropriate officer/cabinet member at Staffordshire County Council (11/07/22)	Working with SCC on securing HS2a Road Safety Fund	
<u>March 2022</u>				
22-97 21-584	<u>New Office Systems</u> - A Microsoft Business 365 Standard licence is purchased.	Laptop setup complete. Brief for this project has been extended to look at migrating the parish council website to a later version that would provide enhanced functionality and support bespoke parish council email addresses for councillors	Action deferred to summer recess	



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	<ul style="list-style-type: none"> - Set up bespoke email systems for councillors. - That a laptop up to a value of £400 including VAT is purchased. - That the existing Zoom licence is terminated before the renewal date in May 2022. - That support is provided to the councillors in the use of Microsoft 365 and Teams. 	<p>Laptop purchased</p> <p>Zoom Licence cancelled</p> <p>Enquiries made about IT support for councillors, cost prohibitive.</p> <p>Discussions with SCC IT support and use of MS 365</p> <p>Laptop purchased to run new system (31/03/22)</p> <p>Help from Staffordshire County Council IT secured (03/05/22)</p>		
22-82	<p><u>Community Speed Watch</u></p> <p>Contact is made with the Staffordshire CSW to arrange for them to visit the parish to undertake risk assessments on new sites.</p> <p>Contact is made with the Deputy Police, Fire and Crime Commissioner, to press for a change in the approach to enforcement on 20mph roads.</p> <p>CSW activity is reported to the Parish Council on a quarterly basis.</p>	<p>Activity is linked to the adoption of the Yarnfield Park Roads by Staffordshire County Council. which was first scheduled to happen in December 2020.</p> <p>Contact with Staffordshire CSW to be actioned once local group established and new coordinator operating.</p> <p>Letter sent to deputy PFCC</p> <p>Response received from Deputy PFCC</p> <p>Not content with response, further research required to reply to DPFCC</p> <p>Review report to be prepared for September 2022 meeting.</p>	Contact Staffordshire County Council to confirm adoption date.	
<u>February 2022</u>				
22-58	<p><u>Network +</u></p> <p>The parish council prepare a list of issues and follow up actions required to reinstate</p>	Site meeting with Major Projects Manager who has agreed to action the parish council's snagging list	Waiting for conformation of the date for	



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	Yarnfield Lane which will then be sent to Network Plus.	Assurances given that the snagging work would be undertaken now they were nearing the end of the contract work Concern about delay in dealing with the outstanding actions raised with Network + Project Manager – Major Projects. 05/09/22 Site survey undertaken and list of outstanding action sent to Network + (25/03/22) Still waiting for confirmation that the work will be carried out.	complete the work	
<u>October 2021</u>				
21-581	<u>Council banking arrangements</u> The application be submitted to NatWest bank to open a Bankline for Communities Account	Application for new banking arrangements completed. (01/09/22) Existing banking arrangement to be transferred to an online banking facilities, that allow for two signatures (as required by Yarnfield and Cold Meece Parish Council- PC Financial Regulations).	Action deferred to summer recess	
<u>September 2021</u>				
21-524 21-746	<u>Village Green Project</u> - The plan, which sets out the vision for the project is approved; - A meeting is arranged with the borough councillors for the parish and the lead officer at Stafford Borough Council;	Meeting held with four contractors. Awaiting indicative costs that will enable completion of the SBC s106 application form and the submission of the revised concept plan to Stafford Borough Council To be arranged - site meeting with Stafford Borough Council officer, Cabinet Member and Ward members	Parish council is securing estimates for the cost of the project to be	



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	- That a costed delivery plan is prepared.	Revised plan prepared. Actions to be completed: Indicative costing to be obtained from at least two contractors by end of July 2022 Concept plan prepared and present to Stafford Borough Council. Further work required to ensure plan meets requirements of the s106 agreement.	approved by the Borough Council	
21-499	<u>Severn Trent work Highlows/Yarnfield Lane</u> Severn Trent give undertaking to complete work on the Highlows Lane/Yarnfield Lane Sewer	Meeting on site with Severn Trent engineers. Work to be completed in two stages. Part 1 work scheduled to start on 3 October – 7 October 2022 Meeting with Severn Trent Manager to agree work (August 2021) Chase up email sent – 28 June 2022	Contractors due to start 3 October. Continue to monitor progress.	↑ 
21-488	<u>Gates at Cold Meece</u> - The proposal to build wooden gates was approved. - That the County Council Highways Department are contacted to secure approval for the siting of the gates.	Location of Gates identified and shared with Amey and ward Councillors. (21/09/22) Follow up meeting with Amey to agree arrangements Awaiting decision by Staffordshire County Council over the date for completion of the 40mph limit on Meece Road and Swynnerton Road. Contacted Highways Team with a request to agree site, design and installation (11/07/22)	Actioning proposal AMEY to agree location and construction of the gate	↑ 

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<u>June 2021</u>				
21-364	<p><u>Yarnfield Park – Section 106 Agreement</u></p> <ul style="list-style-type: none"> - Yarnfield Park residents Group - It was resolved that arrangements are made to hold a public meeting for the residents of Yarnfield Park 	<p>Response from Interim Head of planning who has referred concerns to the legal team for guidance.</p> <p>Letter to Stafford Borough Council – Interim Head of Planning asking for his intervention to resolve (26/08/22)</p> <p>Stafford Borough Council have still to answer basic questions about their handling of the section 106 agreement with the developers and what enforcement action they will take to secure compliance with the agreement.</p> <ul style="list-style-type: none"> - Contact original group members to reenergise formation of the residents group <p>First meeting of a residents group held (13/07/21).</p> <p>Residents’ Group to leaflet other residents to raise awareness and secure more support.</p> <p>Ambition to establish a resident’s group still exists on the estate. The arrival of the annual Pinnacle bills for the maintenance contract (2022-23) will be issued in July.</p>	Awaiting response from Interim Head of Planning	
<u>May 2021</u>				
22-47	<p><u>Firing Range</u></p> <p>It was resolved that the Chairperson write to the PFCC;</p> <ul style="list-style-type: none"> - To press the case to secure mitigation being put into the existing range; 	<p>PFCC signs off business case for the range – 01/09/22</p> <p>The first stage of the acoustic works which is the mitigation wall along the left flank of the Range was installed at the end of August 2022.</p> <p>An assessment of a number of acoustic products for the right flank wall is being undertaken by the Police who</p>	On track, continue to monitor.	

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	<ul style="list-style-type: none"> - To seek assurances about the timescale for completing the business case to move the range. - To secure an undertaking about the police authority's commitment to relocate the range. 	<p>should be making a decision quite quickly and then will get it installed.</p> <p>Mitigation work at the range to be installed in September.</p> <p>Letter sent. Assurance given this was a priority to the PFCC and would be a regular discussion with the chief constable.</p> <p>Consultant report on mitigation work received by the police. Meeting with Environmental Health Service to be held to agree work programme.</p> <p>Mitigation work agreed between police and Stafford Borough Council.</p> <p>PFCC confirms by email progress being made with the business case to find a new location for the range.</p>		
<u>September 2021</u>				
	<p><u>Highways Project</u></p> <ul style="list-style-type: none"> - Yellow Lines 	<p>Work on Yellow Lines scheduled to start 28/09/22</p> <p>Final stage of the public consultation on yellow lines [February 2022]</p>	Start date confirmed by SCC	
	<p>Highways Projects</p> <ul style="list-style-type: none"> - Buffer Zone - Cold Meece 40 mph limit 	<p>Speed limit along the Swynnerton Road in Cold Meece and the Yarnfield Lane buffer zones will become legal soon (hopefully before the September) although the physical implementation on the ground is extremely slow at the moment, due to material supply issues.</p>	Start date to be confirmed by SCC	↑ 

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		Final stage of the public consultation on buffer zones and Cold Meece 40 mph limit completed [September 2021]		

Closed Action

Resolution	Description	Action
22-204	<p><u>Archiving of YCM-PC records</u></p> <p>Staffordshire Records Office are contacted to establish what records could be transferred and the preferred format for documents.</p>	<p>To be actioned in April 2023 at the end of the council year.</p> <ul style="list-style-type: none"> - Records Officer will receive parish records every four years.
21-790	<ul style="list-style-type: none"> - The executive summary of the Strategic Housing Needs Assessment for the parish will be placed on the website. - Staffordshire Wildlife trust are contacted to identify what work needs to be done to prepare an environmental survey of the parish, the timescale for this work and associated costs. 	<ul style="list-style-type: none"> - Housing Needs Summary published on the website. - - - Contract awarded to Staffordshire Wildlife Trust to provide data sets to support neighbourhood plan.
21-780	<p>That the Clerk work with the borough councillors to find a solution to the problem with the village green project and lease of the village green,</p>	<ul style="list-style-type: none"> - Stafford Borough Council Councillors agree to arrange a meeting with Planning Team.

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		- Meeting with SBC – 25 April 2022
21-778	A letter to be sent to neighbouring parish councils to see if a joint approach could be made to the Borough Council on this issue.	- Stafford Borough Council reopen civic amenity collects removing need to write to neighbouring parish councils.
21-776	<ul style="list-style-type: none"> - A new memorial bench to be ordered from TDP Ltd; - That an order is placed with Eddy's Building Services for the installation of the memorial bench. 	<ul style="list-style-type: none"> - Bench ordered and installation costs agreed. - Installation on bench completed – 30 March 22
21-749	A letter is sent to HS2 Ltd to clarify the responses to the questions raised at the meeting on 14 th December 2021.	- Letter sent
21-728	- Neighbourhood Planning - a meeting is arranged with residents to develop their ideas about the use of section 106 and CIL funding.	- Contacted resident – no further action required.
21-711	TGM contractor is invited to provide a quote for two years for the Council to consider at the meeting in December.	- Revised quote received, and projected costs incorporated into 2022/3 draft budget model.
21-707	<p><u>Staffordshire County Council Vacant Seat Scheme</u></p> <p>It was resolved that a letter is send to Cllr Pert setting out the Parish Council's concerns about the withdrawal of the scheme.</p>	<ul style="list-style-type: none"> - Letter sent to county councillor. - Progress with dispute being monitored - New resolution 21-247
21-697	<p>PFCC consultation</p> <ul style="list-style-type: none"> - Letter to be sent to the consultation the Police, Fire and Crime Commissioner asking for: - A change in the enforcement policy on 20mph roads. - Greater use of the speed camera vans in the parish, especially with the introduction of the buffer zones and 40 mph limit in Cold Meece. 	- Consultation response sent to PFCC. Acknowledgement received.
21-683	<p>Greenside Play Equipment</p> <p>It was resolved that a new spring is ordered</p>	- Replacement spring ordered and repair completed

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21-682	<p>HP Ink Contract</p> <p>It was resolved to upgrade the HP Instant Ink contract to £16.49,</p>	<ul style="list-style-type: none"> - New contract arrangement ordered.
21-655	<p>HS2 Transport Group</p> <p>Resolved to invite SRCB to represent the parish council</p>	<ul style="list-style-type: none"> - Clerk and SRCG representative attended the meeting a raised issues on behalf of the parish council about the proposed developments on HS2 Phase 2A.
21-265	<p><u>Baden Hall – Motocross events</u></p> <p>It was resolved that the Borough Council’s Planning Service is contacted to establish what conditions apply to the use of the site.</p>	<p>Stafford Borough Council planning enforcement visited site but accepted view of the promotor that the 14 day permitted development had not been breached.</p> <p>No new events scheduled for 2022. Further evidence gathering by residents will be required in 2023.</p> <p>Advice from environmental health and Planning service received about the use of the for moto cross events.</p> <p>Parish council to monitor use of the site.</p> <p>Use of the site in 2022 and the number of days used have been reported to Stafford Borough Council planning/ enforcement. /Enforcement Officer planning to visit site before the July 2022 event.</p>
21-626	<ul style="list-style-type: none"> - The proposed Neighbourhood Plan will cover the period 2022 – 2040. - That the informal focus group meeting is arranged. 	<ul style="list-style-type: none"> - Event held in December to gather community views about issues and pressures to be addressed by a neighbourhood plan
21-612	<p>It was resolved that 10 high-viz vests, with the parish logo printed on them are purchased.</p>	<ul style="list-style-type: none"> - Purchased

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21-600	<ul style="list-style-type: none"> - Support Staffordshire are approach to provide safeguarding training. - Any spare places on the training course are to be offered to members of the Community Action Group. 	<ul style="list-style-type: none"> - Introductory safeguarded training provided by Support Staffordshire in March 2022 - Event offered to parish councils in the area
21-597	It was resolved that payment is made to reimburse the costs of the soldier silhouettes.	<ul style="list-style-type: none"> - Soldier silhouettes constructed by a local resident and displayed on the village green for Remembrance Day 2022
21-591	It was resolved that Trent Ground Maintenance be instructed to carryout work to remove the overhanging branches.	<ul style="list-style-type: none"> - Work completed
21-588	<ul style="list-style-type: none"> - An order is raised for the Storm Guard Post Mounted Notice Board - Investigate and report back on the costs of purchasing 2 further boards. - Confirm the price of installation with Eddy's Building Services. 	<ul style="list-style-type: none"> - Three boards purchased and installed.
21-535	It was resolved that a location be found to provide a memorial bench.	<ul style="list-style-type: none"> - Agreement reached with the owner Yarnfield Park Conference Centre
21-531	<ul style="list-style-type: none"> - The Safeguarding Policy approved; - safeguarding training is arranged for councillors; - The Equality and Diversity Policy approved. 	<ul style="list-style-type: none"> - Safeguarding Policy and Equality and Diversity Policy published on the website - Training arranged with Support Staffordshire
21-522	<p>Staffordshire County Council – consultation on the buffer zones and Cold Meece speed limit</p> <p>It was resolved that a response in support of the consultation was sent to the County Council.</p>	<ul style="list-style-type: none"> - Response sent
21-519	<ul style="list-style-type: none"> - The report from MAZAR LLP is noted; - The results of the audit are published on the parish council's website; 	<ul style="list-style-type: none"> - Audit report published - Internal auditors appointed for the 2022 AGAR3 process

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	<ul style="list-style-type: none"> - A letter is sent to the internal auditor to secure her services for the 2022 audit. 	
21-513	<p>Ambulance Services for the parish</p> <p>It was resolved that a letter is sent to the West Midlands Ambulance Service expressing the parish council's concern about the inability of the Service to share road closure information with the ambulance crews coming to Yarnfield.</p>	<ul style="list-style-type: none"> - Letter sent
21-508	<ul style="list-style-type: none"> - A review of data protection and freedom of information legislation is undertaken - Arrangements are made to provide bespoke email addresses for parish councillors. 	<ul style="list-style-type: none"> - Data Protection policy prepared - Freedom of Information Act policy prepared - Adopted by council and published on website
21-497	<p>Autumn clean up.</p> <p>It was resolved to approve a budget of £60.00.</p>	<ul style="list-style-type: none"> - Autumn clean up held - Materials purchased and
21-495	<ul style="list-style-type: none"> - Autumn Bulb planting - It was resolved to approve a budget of £220.00. 	<ul style="list-style-type: none"> - Bulbs purchased and planted with the support of residents and prisoners from Drake Hall Prison
21-492	<ul style="list-style-type: none"> - Rotary funded bench - An order is placed with TDP for a Dale 1.5m Bench - An order is placed with Eddy's Building Services to install the bench on a slab base. 	<ul style="list-style-type: none"> - Orders placed - Bench installed
21-431	<ul style="list-style-type: none"> - An invitation is made to residents to get involved in the development of the neighbourhood plan. - A draft delivery timetable for the neighbourhood plan is prepare for the next meeting of the Parish Council. - That the neighbourhood plan is a standing item on future agendas. 	<ul style="list-style-type: none"> - Community support encouraged though Parish Newsletter - Timetable prepared with consultant. Working to deliver draft pan by the summer of 2022.

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21-428	<p>Queens Platinum Jubilee</p> <p>It was resolved that the groups and organisations in the parish are contacted to explore what plans they may have and to arrange a meeting to develop these ideas.</p>	<ul style="list-style-type: none"> - Working group made up of Parish Council, Village Hall Committee and Fete Committee formed. - Working to deliver celebration events over the bank holiday weekend
21-410	<p>Parliamentary consultation invitation to comment on the use of the Hybrid Bill process for projects such as HS2</p> <ul style="list-style-type: none"> - Approve the consultation response set out in Appendix 2; - together with Stone Town Council and Chebsey Parish Council submit the consultation response in line with the document set out in Appendix 2. 	<ul style="list-style-type: none"> - Consultation response sent to the Government
21-369	<p>Drake Hall Prison</p> <p>It was resolved that the Parish Council will support the proposal to work with Drake Hall Prison and identify suitable projects.</p>	<ul style="list-style-type: none"> - Numerous examples community work by prisoners from Drake Hall
21-362	<p>Weed control on roadside verges</p> <p>It was resolved that further work is undertaken to address these concerns with the Borough and County Council.</p>	<ul style="list-style-type: none"> - Contact with Stafford Borough Council and Staffordshire County Council. Verge spraying completed
21-352	<p>Newsletter</p> <p>Parish Newsletter to be distributed to all households in the parish.</p>	<ul style="list-style-type: none"> - Newsletter prepared and printed by Panda Press. Team of volunteers delivered newsletter.
21-346	<ul style="list-style-type: none"> - A summer picnic is organised in conjunction with St Mary's Church to be held on 14 August 2021. - A letter is sent to the Borough Council to advise them that the picnic is taking place and that the insurance and risk assessment will be coordinated by the Parish Council. 	<ul style="list-style-type: none"> - Summer picknick held on the village green

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21-334	<p>Footpath 10 Diversion Order</p> <ul style="list-style-type: none"> - The withdrawal of the Parish Council's objections to the diversion order was noted. - Enquiries are made to identify what training might be available to councillors on the law relating to public footpaths. 	<ul style="list-style-type: none"> - Objections to the order remove following discussions with the Staffordshire County Council Rights Of Way Officer
21-303	<p>Road safety improvements – Cold Meece village gates</p> <p>It was resolved that more prices are obtained to allow the Council to reach a decision on the feasibility of the proposal.</p>	<p>Closed – new resolution 21-488</p>
22-299	<p><u>Community Speed watch</u></p> <ul style="list-style-type: none"> i. The high speeds being recorded by the Elan City camera are reported to the Staffordshire Road Policing Unit with a request that they carryout enforcement work on Yarnfield Lane; ii. An approach will be made to the Staffordshire Community Speed Watch Team to establish whether members of the local group will require refresher training. 	<p>Referral to Police made (16/06/22)</p> <p>CSW team contacted to resume operation (15/06/22)</p> <p>Coordinator working to agree campaign dates and to source update training if required.</p>
22-287	<p><u>Young Person Litter Poster</u></p> <p>A letter of thanks is sent and that the notices are displayed on the parish council notice boards.</p>	<p>Thank you letter sent.</p> <p>Poster displayed on the notice boards</p>
21-286	<ul style="list-style-type: none"> - Sprint Clean - Details about the Spring Clean campaign are promoted in the Parish to encourage volunteers to get involved. - That Stafford Borough Council is approached to give their support to the campaign. 	<ul style="list-style-type: none"> - Spring clean held on Friday 28 and Saturday 29 May 2021 - Stafford Borough Council provided materials to support the event and removed the litter and fly tip was collected.

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21-268	<p>Road Safety Strategy</p> <ul style="list-style-type: none"> - The Road Safety Strategy is approved, and a copy published on the Parish Council website; - That the consultation responses are used to inform a review of the Parish Council action plan. 	<ul style="list-style-type: none"> - Strategy sent to Community Speed Watch and Staffordshire County Council - Parish Action Plan revised to incorporate objectives of the strategy.
22-258	<p>Annual Governance and Audit</p> <ol style="list-style-type: none"> i. The Chairperson and Clerk sign the AGAR Section 1; ii. The Chairperson and Responsible Finance Officer sign the AGAR Section 2; iii. The dates for the exercise of Public Rights are noted; iv. The annual return is sent to the external auditor. 	<p>Public consultation documents published on website (16/06/22)</p> <p>Public consultation period started (17/06/22)</p> <p>Signed copies of AGAR and supporting documents sent to MAZARS (17/06/22)</p>
22-230	<p>Freedom of Information policy documents to be published on the council website</p>	<p>Documents published</p>
22-228	<p>Data Protection policy documents to be published on the council website</p> <p>Information Commissioner's Office registration to be made</p>	<ul style="list-style-type: none"> - Documents published - Application to the Information Commissioner completed
22-222	<p>Letter to be sent to former member of the Community Action Group thanking her for her support.</p>	<ul style="list-style-type: none"> - Letter being prepared
22-215	<p>21/35369 - Gorsty Hill Farm Yarnfield Lane Yarnfield Stone ST15 0NJ, extensions, alterations & refurbishment of existing detached dwelling</p>	<ul style="list-style-type: none"> - Comments sent to the Planning Department
22-208	<p>21/35323 - Land adjacent to Highwinds Yarnfield Lane, Yarnfield, Outline application for detached bungalow, garage and new vehicular access</p>	<ul style="list-style-type: none"> - Comments sent to the Planning Department
22-202	<ul style="list-style-type: none"> - That a Neighbourhood Plan policy map is approved and should include a reference to Use Class E activities employment land. (Appendix 3) 	<ul style="list-style-type: none"> - Policy plan changes sent to Urban Vision for inclusion in work on Neighbourhood Plan.

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22-190	Two suggestions are sent to NALC: - Practical issues arising from small councils with limited resources - Development of the role between parish, borough and county councils.	- Suggestions sent to NALC
22-178	The Clerk contact Staffordshire Parish Council's Association to find and appoint a replacement auditor.	- New auditor appointed Black Rose Solutions Ltd - Increase cost £30.00/hr; 45p per mile expenses (from Penkridge)
21-746	<u>Greenside playground</u> - A report is prepared for the March 2022 meeting to make proposals to attend to the low risk maintenance issues.	Report to be prepared for June 22 meeting - Work on Greenside playground to be incorporated into the Village Green project.
22-174	- The installation cost for three notice boards is approved. - The Village Hall Committee is asked if they could use any of the old boards.	- Notice board installed
22-170	<u>Clerk - training</u> To pay for the Clerk to attend a webinar about common land run by the Society of Local Council Clerks at a cost of £30 + VAT.	Webinar postponed; awaiting new date for the event. New date set – 26 July 2022.
22-168	- The parish council make a contribution of £280.00 to AEDdonate - The Clerk sign the agreement with Stafford Borough Council	- Defibrillator to be installed on 13 May. - Photo opportunity arranged - Legal agreement signed and returned to Stafford Borough Council
22-165	Cllr. Hughes be authorised to buy wildflower seeds at a cost of £49.50 + postage and packing.	- Flower seed purchased

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22-162	<ul style="list-style-type: none"> - The price for the additional work on the village green is accepted. - The request for a £15.00 increase in cost is approved, but the need for the increased cost is closely monitored. - The budget for Ground maintenance contract is increased by £1,100 from reserves. 	<ul style="list-style-type: none"> - Order for additional work on the village green issued. - Budget adjustment made to the ground maintenance contract line
22-127	<ul style="list-style-type: none"> - It was resolved that the Clerk sign the agreement with Stafford Borough Council. 	<ul style="list-style-type: none"> - Legal agreement to site the defibrillator at the top of Mitchell Rise signed and returned to the Borough Council.
22-114	<ul style="list-style-type: none"> - Urban Visions Map of Policy Document to be circulated to councillors. - Order is raised with SWLT to provide evidence to support the production of the neighbourhood plan. 	<ul style="list-style-type: none"> - Policy Map circulated and councillor changes sent to Urban Vision. - SWLT commissioned to provide evidence to support neighbourhood plan
22-109	<ul style="list-style-type: none"> - The work of the combined group was noted; - That a purchase order for the Bouncy Castle, Slide and cady floss machine is issued. - That a budget provision of £400 is made. 	<ul style="list-style-type: none"> - Order placed for bouncy castle - Annual budget revised to reflect cost of QPJ
22-92	<p>Labour in Vain and Village Shop</p> <ul style="list-style-type: none"> - An offer is made to promote the opening hours of the shop and post office. - The area manager for the Stonegate Pub Partner is invited to attend a future meeting of the Parish Council. 	<ul style="list-style-type: none"> - Opening hours promoted on Facebook. - Research into options and community support for developing a different approach to reopening the pub underway. Report to June 2022 meeting with issues and options proposal. - Closed see new resolution
22-82	Parish Council meeting arrangements	<ul style="list-style-type: none"> - Booking for Forward plan agreed with Yarnfield Park Conference Centre

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	<ul style="list-style-type: none"> - Continue to be held at the Yarnfield Park Conference Centre on the second Wednesday of the month, apart from August when no meeting would take place. - That public involvement in meetings should be possible by either attending or by watching the online broadcast on the Parish Council Facebook page. 	
22-78	<ul style="list-style-type: none"> - Staffordshire County Council HS2 engagement - The offer of a meeting by the HS2 Engagement Officer is accepted. - Details of the HS2 Ltd meetings will be posted on the Parish Council's Facebook page with a link to the council website for further information. 	<ul style="list-style-type: none"> - Chairperson and clerk met with SCC engagement officer. - Details of HS2 community events posted on Facebook page
22-73	<ul style="list-style-type: none"> - It was resolved to fund three civic amenity collections. 	<ul style="list-style-type: none"> - Three collection dates booked
22-66	<p>21/34786/OUT - Cold Meece Cottages, ST15 0QN.</p> <p>It was resolved that a "no comment" response be sent to the Borough Council.</p>	<ul style="list-style-type: none"> - Comments sent to the planning department
22-63	<ul style="list-style-type: none"> - It was resolved that: - The safeguarding training be approved at a cost of £160.00 - The spare places on the course are offered to members of the Stone Parish Council Liaison Group at a cost of £20.00 for each place. - The council agrees to reimburse the cost of DBS clearance applications for the Chairperson and Clerk. 	<ul style="list-style-type: none"> - Training arranged and delivered to councillors and members of the Community Action Group. On external candidate attended the course.
22-56	<p>It was resolved that Stafford Borough Council is contacted to secure their permission to install the defibrillator on their land.</p>	<ul style="list-style-type: none"> - Legal agreement to site the defibrillator at the top of Mitchell Rise signed and returned to the Borough Council.

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22-36	<p>It was resolved that:</p> <ul style="list-style-type: none"> - The speed sign is turned round - Action is taken to conclude discussions to find a coordinator for the CSW. 	<ul style="list-style-type: none"> - New coordinator identified. Agreed to take on role and work with parish council to reinvigorate the CSW group
22-26	<p><u>Public question - Yarnfield Lane/A34 junction accident</u></p> <p>It was resolved that a letter is sent to Staffordshire County Council Highways.</p>	<p>Request sent to PCSO to establish cause of accident before reporting to Staffordshire County Council (28/03/22)</p> <p>Follow up email sent to PCSO asking for information about whether the road layout was a contributory factor in the accident or not. (04/07/22)</p> <p>Accident investigation by the Police has not been completed.</p> <ul style="list-style-type: none"> - Update on action to date send to resident
22-30	<p>Biffa Site – road cleaning</p> <ul style="list-style-type: none"> - It was resolved that the site manager will be contacted to seek an assurance that residents’ concerns will be addressed. 	<ul style="list-style-type: none"> - Contacted site manager. Assurance given work was being done to sweep Yarnfield Lane and to control mud getting onto the road.
22-19	<p>The budget set out in Appendix 2 is approved</p> <ul style="list-style-type: none"> - That the contract with Trent Grounds Maintenance is extended until 31 March 2023. - An increase in the precept of 3% is approved. 	<ul style="list-style-type: none"> - Purchase order issued to Trent Ground Maintenance - Confirmation of precept sent to Stafford Borough Council