

YARNFIELD AND COLD MEECE PARISH COUNCIL
PARISH COUNCIL MINUTES
Wednesday 12 July 2023
Yarnfield Park Conference Centre

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

Councillors:

David Beeston

Sally Parkin (Chairperson)

Margaret Broader

Kirsty Treen

Jo Griffiths

Stella Hughes

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

Also in attendance: Khadija Shariff

Public at the meeting: 0

Viewing on Facebook: 8

Apologies for Absence

23-289 Apologies were received from – Cllr Whitfield, Cllr Pert (SCC), Cllr James (SBC)

Declaration of Interest

23-290 Nil

Public Question Time

Question 1 – Highway repairs

23-291 “May I ask what pressure the Council is applying to ensure that the County Council Highways Department continues its work in repairing the roads within the village of Yarnfield?”

23-292 My specific concern relates to the junction at The Paddocks. The state of the highway is particularly dangerous to cyclists and motor cyclists alike. The site has been visited on numerous occasions and white lines applied identifying specific areas that require repair. However, no repairs have been forthcoming, the lines have all but disappeared, and the surface continues to deteriorate. The filling of potholes will no longer suffice and more extensive work, like that on the entrance to the Ashdale Estate, is required.”

23-293 **Resolution:** It was resolved that:

- i. A complaint about the state of the junction of The Paddocks and Yarnfield Lane will be made on the County Council website.
- ii. A request is made to Staffordshire County Council for details of their programme of highway repairs in the parish and the criteria that they use for prioritising work.
- iii. That residents are encouraged to log problems on the Staffordshire County Council report its website.

Question 2 – Homes Plus Estate Management

23-294 “On 'Greenside ' between Briar Grove and the block of garages is a public footpath. The hedges on this footpath have not been cut for a considerable amount of time and the tarmac footway is covered with debris. This

footpath is used by Greenside residents to move waste bins to the front of the properties for weekly collections and in general terms access to the rear of their properties.

23-295 Can the Parish Council put pressure on Homes Plus to resolve this problem.”

23-296 **Resolution:** It was resolved that Homes Plus are contacted asking for a meeting with the estate management team.

Question 3 – Road Safety

23-297 “Children have been seen playing chicken on the village green running across the road forcing cars to break suddenly to avoid an accident.

23-298 Can the parish council contact the appropriate agencies to tackle this problem and help to prevent a serious accident.”

23-299 **Resolution:** It was resolved that the complaint is referred to the Police Community Support Officers.

Reports from Borough and County Councillors

23-300 Update from Cllr James (SBC) - Stafford Borough Council are consulting on their Public Space Protection Orders (PSPO) which includes orders relating to dog control.

23-301 **Resolution:** It was resolved that:

- i. Residents are invited to comment on the review of PSPO by Stafford Borough Council.
- ii. That a response is sent by the clerk raising the Parish Council’s concerns about sites in the parish that would benefit from dog control orders that have been omitted from the Borough Councils’ review.

HS2 – update on proposals

23-302 The Stone Railhead Crisis Group (SRCG) update is attached at Appendix 1.

23-303 **Resolution:** It was resolved that a complaint is raised with HS2 Ltd and Balfour Beatty about the number of road signs left on Yarnfield Lane.

Minutes of the meeting held on 14 June 2023

23-304 **Resolution:** It was resolved that the minutes of the Parish Council meeting held on 14 June 2023 were approved as a correct record of the meeting.

Community Development Officer – update report

23-305 Khadija Sharrif provided an update on her work in the parish.

- Stage 1 of the project has been to contact existing groups in the parish, including the Head Teacher and governors at Springfields First School and the Friends of Springfields School.
- Mapping exercise to identify potential resource issues and opportunities.
- Audit for the parish council website to identify ways to improve the websites and social media platforms.
- Set up drop-in sessions for residents to raise issues.
- Working with the Community Action Group to find ways to fund two more defibrillators in the parish.
- Preparation of a community survey.

Community Volunteer Bank

23-306 Excellent work was done by volunteers during the Covid-19 pandemic.

- 23-307 Recently there have been several requests from residents for support. This has raised questions about the need to set up a more structured approach to provide support for vulnerable residents.
- 23-308 **Resolution:** It was resolved that:
- i. To raise awareness of the volunteering opportunities to provide support for vulnerable residents in the parish.
 - ii. Contact existing providers of community support projects and Support Staffordshire to learn from their experiences.
- Actions Tracker Update
- 23-309 Minute 23-267 - Labour in Vain - Community Ownership Fund Round 3
- Community meeting arranged to be held on the 20 July 2023 to progress and encourage volunteers to form a Core Group.
- 23-310 Minute 23-172 - Damaged Openreach cover plate
- Work was due to start in June 2023. Problem to be escalated and a letter sent to the CEO of Openreach.
- 23-311 Minute 22-265 - Labour in Vain
- Stafford Borough Council confirmed that the application to list the Labour in Vain as an asset of community value has been approved.
 - Action to be removed from the Action Tracker.
- 23-312 Minute 22-97 - New Office System
- Work of the community support officer has identified improvements to the website and Facebook page.
 - Councillors were invited to share their thoughts on changes they would like to see to the website.
- 23-313 Minute 22-58 - Network + repairs
- Letter to Staffordshire County Council Cabinet Lead resulted in a highway engineer visiting Yarnfield Lane to assess what work was still outstanding. A report from the inspector is awaited.
- 23-314 Minute 22-47 - Firing Range
- Visit to be arranged with the Police Property Services department, Inspector responsible for the site and the Environmental Health Service which will also include further monitoring to assess the impact of the mitigation measures that have been installed.
- 23-315 Minute 21-524 - Village Green Project
- Action to track progress with the provision of replacement trees by the Borough Council to be added to the village green project.
- 23-316 Minute 21-499 - Severn Trent work Highlows/Yarnfield Lane
- Letter to the CEO at Severn Trent asking that she intervene to resolve the matter.
- 23-317 A copy of the Update of Actions Report set out in Appendix 2 and posted on the parish council website was noted.
- Communication between Councillors
- 23-318 A proposal was made to set up a WhatsApp channel for councillors and the clerk to improve communication.

23-319 The clerk uses his own phone for council business. It was decided that a parish council owned smart phone is acquired for council business.

23-320 **Resolution:** It was resolved that:

- i. The parish council sets up a closed WhatsApp group for councillors.
- ii. Receives a further report on costs associated with having a dedicated smart phone for council business.

Community Action Group – update and funding

23-321 The Group is looking to extend defibrillator coverage in the parish.

23-322 New barrels and summer bedding have been purchased which has been previously reported to the council.

23-323 A Strawberry tea was held in the village hall which raised £313 and a further donation of £105 has been received.

23-324 The proposed changes to the Community Action Group terms of reference were approved.

23-325 The move to hold the Community Action Group budget in a separate reserve account has highlighted a need to review how the work of the Group is funded.

23-326 A transfer of £964.51 from the Councils reserve account to the Community Action Group reserve account is needed to reset the group's budget to where it was when it was first formed.

23-327 In future years the Community Action Group will be invited to prepare a budget request as part of the annual budget preparation. The budget requirements will then be transferred to the Community Action Group reserve account.

Parish Clerk's report: Budgets

23-328 Current Account bank reconciliation on 12 July 2023 = £5,317.19

23-329 Schedule of payments since the last meeting = £12,948.96.

23-330 **Resolution:** It was resolved that:

- i. The schedule of payment for the period 15 June 23 – 12 July 23 set out in Appendix 3 is approved.
- ii. A transfer of £12,120.06 set out in Appendix 3 is approved
- iii. Cllr Broader agreed to sign off the quarterly bank reconciliation papers

Updates

- The repair of the missing slat on the bench on Footpath 11 has been completed. Further work will need to be carried out on the other slats that are rotten which will need replacing over the next twelve months.
- The police have been provided with a copy of the forward plan and it is hoped a PCSO will be able to come to the October meeting of the Parish Council.

23-331 **Resolution:** It was resolved that the bench on footpath 11 is repaired by replacing the defective rotten slats.

Yarnfield Park Residents' Association – update report

23-332 Cllr Treen provided an update on the work of the Yarnfield Park Residents' Association.

- Barratt Homes have confirmed that they will ensure the Yarnfield Park estate is returned to the condition it was when they were first on site.
- Dead or diseased trees on Brookvale Drive will be removed.
- The overgrown vegetation next to the footpath leading to the school will be cut back.
- Barratt Homes are still waiting for an action plan from Pinnacle on work needed to put right the neglected work. The remedial work will not form part of the residents' annual charge.

23-333 A question was raised about the replacement of trees planted by the developers which had subsequently died. Further enquiries will need to be made with Barratt Homes about replacement of these trees.

Community Speed Watch – update report

23-334 The community speed watch now has 4 people working in the team.

23-335 The Yarnfield Park 20 mph pilot scheme has been approved by Staffordshire Police. Monitoring will start before the end of July 2023.

23-336 The 40 mph monitoring sites in Cold Meece have been agreed and plans are being made to start monitoring at these locations.

23-337 A copy of the Radar Speed Sign report is attached at Appendix 4.

23-338 The next edition of the newsletter will run an advert inviting people to volunteer to work with the community speed watch group.

Neighbourhood Plan

23-339 A meeting between the reference group and the consultant writing the Design Code and Master Plan has been planned for the 25 July 2023

Updates from Parish Councillors

23-340 No update reports.

Forward Plan

23-341 The forward plan for future meetings was noted.

Planning – to consider any planning applications in the parish

23-342 No planning applications to be considered.

Date and time of next meeting

15 September 2023 at 7.30pm



Signed

Chairperson of the Parish Council

Date: 15 September 2023

Meeting closed 9:06pm

July Y&CMPC report

HS2 Phase 2a pause

With regard to the Early Environmental Works of Balfour Beatty that have been accessed from Yarnfield Lane, I reported last month by HS2 Ltd that these works would be completed by the end of June and all signage will be removed. Sadly, this has not happened and we are awaiting a further update from HS2. This and the other EEW sites will be subject to ongoing maintenance and signage will be reinstated when Balfour Beatty is carrying out work.

The land disturbed to facilitate the utility (gas main diversion) works at Yarlet bank has now been restored at great expense to the UK taxpayer.




Realigned Yarnfield Lane - Freedom of Information Act application


Y&CMPC has successfully acquired design information relating to these works via an FoI application. A detailed assessment report is being prepared on this subject, but initial indications are that the scheme has not been designed in accordance with UK technical standards. A further update on this issue will be given on this subject next month.

Phase 1+




SRCG's alternative proposal to HS2 Phase 2 will result in far better rail services to 75% of West Coast stations located north of Birmingham and save the taxpayer £30 billion at current prices. Details regarding the huge benefits of Phase 1+, which will save an estimated £30 billion at current prices, have been given to the Government.

Monthly Progress Tracker – Update 13/06/23



	 Warning	 Action – in progress	 Achieved
April 2023	1	8	5
May 2023	2	10	0
June 2023	1	10	2
July 2023	1	10	1

Minute	Resolution	Action	RAG
Ambition 1 - Environment			
21-524	Village Green Project	<p>Stafford Borough Council working to resolve issues with the lease of village green</p> <p>Parish Council meeting to be asked to:</p> <ul style="list-style-type: none"> i. To form a working group to prepare the tender for the village green project and to issue tenders documents ii. Resolve to submit a bid for money to the HS2 Community and Environment Fund iii. Conclude negotiations with Stafford Borough Council over the lease of the land. <p>Meeting with Planning and Streetscene held on 5 June.</p> <p>- The cost of advertising the lease (£500) has yet to be resolved with Stafford Borough Council looking to see if they can identify a budget to pay for this.</p>	






Monthly Progress Tracker – Update 13/06/23

		<ul style="list-style-type: none"> - Planning to look at the boundary lines of the proposed lease to establish ownership details of the pavements surrounding the south green. - Streetscene to review work needed to “red flagged” trees on the village green. <p>Progress update report to be brought to next Parish Council Meeting (June 23)</p> <p>Site meeting with Stafford Borough Council officers from planning and Streetscene arranged.</p> <p>Progress on the project and lease of the village green has again stalled.</p> <p>Escalate action to the Borough Council’s Planning Officer</p> <p>Cabinet lead and ward councillors pressing Stafford Borough Council officers to release funds and agree the lease.</p> <p>Project to be added to new council work programme.</p>	
22-376	Yarnfield Lane Lay-by – litter and fly tipping.	<p>Working with SBC and SCC to find a permanent solution.</p> <p>Project to be added to new council work programme</p>	
22-58	Network + repairs	<p>Email sent to SCC raising concerns and for their support. [13/07/23] -Complain about failure to complete repairs – passed to inspection team.</p> <p>Network Plus now being carrying out repairs. Work is still needed to ensure the verge on Yarnfield Lane is repaired. To do this support will be required from SCC and Network Plus to prevent vehicles parking on the verge</p>	
23-278	<p>Post Office hedge/village green</p> <p>Approach owner of the Post Office bungalow about ongoing responsibility for maintenance of the hedge adjacent to the footpath over Yarnfield Brook.</p> <p>Estimates for the cost of work to cut the hedge back to the boundary line are obtained</p>	<p>Work done by owner to cut back hedge.</p> <p>Further work required to reduce the width of the hedge.</p> <p>Email sent to the owner of the Post Office bungalow - meeting with owner arranged request a meeting.</p>	

Monthly Progress Tracker – Update 13/06/23

Ambition – 2 Safety			
23-172	Damaged Openreach cover plate Ref no -	<p>Damaged cover reported again to Openreach</p> <p>Repair to cover expected to be undertaken in June 23</p> <p>Report concern about the need to complete work on the damaged cover again to Openreach.</p> <p>Repair will require reconstruction of manhole chamber which will require traffic management being put in place.</p> <p>Complaint about the failure to repair the damaged pedestrian cover plate in the pavement outside the Labour in Vain to be reported to Openreach for a second time</p>	
21-499	Severn Trent work Highlows/Yarnfield Lane	<p>Meeting arranged with STWCo Catchment Lead – Sewerage North Staffordshire and his colleagues</p> <p>Pressing STWCo engineering team for date phase 2 project will be started. Site visited by STWCo progress made on the scheme, date for start still to be confirmed. Request made for a site meeting with engineers responsible for the project.</p> <p>STWCo visit in April 2023 identified further complications with delivery of the project. Work with engineers to establish what needs to be done to see the work completed</p>	
Parish Ambition – 3 Community			

Monthly Progress Tracker – Update 13/06/23

22-265	Labour in Vain	<p>Stafford Borough Council confirm ACV application approved</p> <p>Community Fund Webinar – parish councils now able to bid for funds from the Community Ownership Fund.</p> <p>ACV application submitted result due 17 July 2023</p> <p>Meeting arranged with consultants working for Enterprise Inns on the preparation of the planning application.</p> <p>New ACV application prepared and approved for submission to Stafford Borough Council</p>	
23-267	Launch of Community Ownership Fund Round 3	Community Meeting to launch proposal to prepare a grant application arranged – 20 July 2023	
22-153	Yarnfield Lane Cycle path	Application submitted to SCC decision not due until Spring 2024.	
22-47	Firing Range	<p>No perceivable improvement in the noise from the site. Meeting with Police Estate Office, Firing Range Team, Stafford Borough Council and representative of the PFCC office.</p> <p>Stafford Borough Council Environmental Health to visit noise sensitive properties to carry out noise monitoring.</p> <p>SBC Environmental Health to SBC pressing Staffordshire Police for date to complete acoustic insulation work at the range.</p>	
21-488	Gates at Cold Meece	Gate design, cost of procurement and installation to be present to September 2023 meeting	
Parish Ambition – 4 Good Governance			

Monthly Progress Tracker – Update 13/06/23

22-97	New Office Systems	<p>Community Development Officer – review of website to identify improvements.</p> <p>Councillors to be invited to share their thoughts on the website and what changes they would like to see.</p> <p>Meeting requested with SCC Digital Team before end of July 2023</p> <p>Contact SCC digital team to agree project to update the parish council website</p> <p>Project to be added to new council work programme.</p>	
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Yarnfield and Cold Meece Parish Council
Schedule of Payments -12 July 2023

Date	Ref/Chq no	Payee	Description	NET	VAT	Payment
05/07/23	DD	Information Commissioner	Annual ICO payment	35.00		35.00
12/07/2023	BACS	Groundworks UK	Refund of Grant	4,735.00		4,735.00
12/07/2023	BACS	Support Staffordshire	Communtiy Dev Officer	6,000.00		6,000.00
12/07/2023	DD	Npower	Defibrillator	2.24		2.24
12/07/2023	BACS	Trent Grounds Maintenance	Grounds Maintenance Contract	1,103.00	220.60	1,323.60
12/07/2023	BACS	Parish Clerk	Salary	604.43		604.43
12/07/2023	BACS	Parish Clerk	Office expenses	81.74	15.75	97.49
12/07/2023	BACS	HMRC	PAYE payment	151.20		151.20
						-
						-
				12,712.61	236.35	12,948.96

Account Transfers - 12 July 2023

		From	To		
12/07/23	Transfer	Eaymarked reserves	Currant Account (Groundworks)		4,737.00
12/07/23	Transfer	Eaymarked reserves	Currant Account (Support Staffs)		6,000.00
12/07/23	Transfer	General Reserve account	Community Account		964.51
12/07/23	Transfer	Currant Account	Community Account (Strawberry Tea)		313.55
12/07/23	Transfer	Currant Account	Community Account (H Williams donation)		105.00
					12,120.06

Chairperson:



Date:

12-Jul-23

Yarnfield and Cold Meece Parish Council Meeting – 12 July 2023Speed Indicator Sign

Statistic period - 1 January 2023 – 31 March 2023

Direction	From Stone	From Cold Meece
Average speed	21.11 mph	21.6 mph
Maximum speed	42 mph	46 mph
Daily average V85	24 mph	24 mph
Date and time of maximum speed	10 vehicles recorded over 40 mph – 46mph. (6 from Stone, 4 from Cold Meece)	
Vehicle count	72,537	78,880

Statistic period - 1 April 2023 – 31 June 2023

Direction	From Stone	From Cold Meece
Average speed	21.5 mph	21.43 mph
Maximum speed	43 mph	82 mph
Daily average V85	24 mph	24 mph
Date and time of maximum speed	14 Vehicles recorded over 40 mph – 82 mph. (3 from Stone, 11 from Cold Meece)	
Vehicle count	85,013	82,627