



YARNFIELD AND COLD MEECE PARISH COUNCIL PARISH COUNCIL MEETING

Monday 18 March 2024 at 7.30pm,
Yarnfield Park Conference Centre

Agenda

1. Apologies for Absence
2. Declaration of Interest
3. 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 Saturday 16 March, 2024.
4. HS2 update report from the Stone Railway Campaign Group.
5. Reports from Borough and County Councillors.
6. Minutes of the meeting held on 14 February, 2024.
7. Minutes of the extraordinary meeting held on 26 February, 2024
8. Parish Action Tracker – review of actions.
9. MS Society donation – review of the proposed donation to the MS society.
10. Yarnfield Park Residents Group – update report.
11. Grant application – to consider an application for funding
12. Insurance renewal – annual review of the council’s insurance
13. Bus shelter – report on damage to the Yarnfield bus shelter
14. Warm Welcome Events – update and next actions
15. Events Working Group – update
16. Review of the parish clerk’s contract of employment
17. Parish Clerk’s report:
 - a. Budget – update and schedule of payments
 - b. Update on actions taken
18. Labour in Vain Working Group – update report
19. Neighbourhood Plan – update and next actions
20. Updates from Parish Councillors
21. Planning – to consider any planning applications in the parish
22. Forward Plan and Events Calendar

Date	Meeting	Venue
10 April, 2024, 7.30pm	Informal briefing	TBC
22 April, 2024, 7.30pm (Monday)	Parish Council	Yarnfield Park

Date	Meeting	Venue
23 April, 2024, 7.30pm	Community Action Group	Village Hall
8 May, 2024, 7.30pm	Informal briefing	TBC
14 May, 2024, 7.30pm	Annual meeting of the Parish Council	Village Hall
14 May, 2024, 7.45pm	Parish Council Meeting	Village Hall
21 May, 2024, 7.30pm	Annual Parish Assembly	Village Hall
Events		
6 April, 2024 10am – noon & 2pm – 4pm	Annual Spring Clean	Meeting on the village green
8 June, 2024, 7.00pm	D-Day celebration talk by Mr S Farrelly	Village Hall
23 June, 2024, 3pm – 5pm	Strawberry Tea	Village Hall
14 July, 2024, 1pm – 4pm	Parish Picnic	Village Green

John Fraser
Clerk to the Parish Council
Date: 13 March 2024

Planning applications

Reference	Address	Outline
Nil		

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a matter of time before a serious accident happens due to the appalling and unsafe condition of the road.

Response

- 23-575 Yarnfield and Cold Meece Parish Council has been asking the HS2 contractors, Balfour Beatty, for more than 12 months to take action to stop the surface water coming onto the highway from the Hs2 site and creating flooding and surface damage to the road. A site visit by Cllr Beeston identified an issue with a main land drain on the construction site that had been blocked and the road gullies in the vicinity of the site that needed clearing. Representatives of Balfour Beety agreed to find a way to reopen the land drain and to get the road gullies cleared.
- 23-576 Staffordshire County Council is responsible for the maintenance of roads, and it is they who need to address problems caused by the systematic failure of their road maintenance procedures.
- 23-577 Stone Rural Parish Council has been approached as the problems on Yarnfield Lane are within their parish and the county councillor for the division, Cllr Ian Parry will be contacted to seek his support to secure permanent repairs and to invite him to visit the parish to see the problem for himself.
- 23-578 The changes to the county council's maintenance arrangements will provide an opportunity to address what are seen as failures in the system.
- 23-579 In view of the number of vehicles being damaged on the lane a suggestion was made about the parish council offering support to those trying to secure compensation from the County Council.
- 23-580 **Resolution:** It was resolved that:
- i. Contact with Balfour Beatty is maintained to ensure work promised by them is completed.
 - ii. That an email is sent to Cllr Parry raising the parish councils concerns and inviting him to visit the area.
 - iii. That the Stone Parish Liaison Group are asked to support this work.

Reports from Borough and County Councillors

- 23-581 None

Minutes of the meeting held on 22 January, 2024

- 23-582 **Resolution:** It was resolved that the minutes of the Parish Council meeting held on 22 January, 2024 were approved as a correct record of the meeting.

Actions Tracker Update

- 23-583 Minute 23-296 – Homes Plus
- Homes Plus have started work cutting back hedges and trees and are also carrying out repairs to the pavements.
- 23-584 Minute 21-499 – Severn Trent
- Severn Trent has commissioned a piece of work to look in more detail at the sewerage system in the vicinity of Highlows Lane to identify what can be done to resolve the problem of sewage discharge onto the pavement during periods of heavy rain.

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- Staffordshire County Council to be asked to complete the work to paint parking restriction markings (yellow lines) at the junction of Highlows and Yarnfield Lanes.

23-585 A copy of the Update of Actions Report set out in Appendix 1 and posted on the parish council website was noted.

Community Action Group report

23-586 The Community Action Group meeting held on 23 January, 2024 discussed:

- A replacement battery and pads for the defibrillator at the village hall needed to be purchased.
- Cllr Hughes has written to Midland Heart asking if they would support the location of a new defibrillator on a lamp post on their estate.
- 6 April, 2024 was agreed as the date for the Spring Clean.
- 23 June, 2024 a Strawberry Tea would be arranged to raise funds for the defibrillator project.

Parish Clerk's report:

Budgets

23-587 A deposit of £2,625 has been received from Groundworks which is the latest Neighbourhood Plan grant to cover the next round of consultant's costs.

23-588 A fund-raising event organised by the Labour in Vain working group has raised £340. This will be held by the parish council until Yarnfield and Cold Meece Community Ltd has opened its own bank account.

23-589 Schedule of invoices awaiting payment set out in Appendix 2 for the period 22 January – 14 February, 2024 = £1,159.79.

23-590 A transfer of £59.95 from the Community Action Group reserve account needs to be made to cover the cost of the defibrillator pads purchased from AEDdonate.

23-591 Current Account bank reconciliation on 14 February, 2024 after taking into account scheduled payments and receipts = £2,074.22

23-592 **Resolution:** It was resolved that the schedule of payment for the period 22 January - 14 February, 2024 set out in Appendix 2 is approved

Update on actions taken

23-593 The 5 oak trees donated by Balfour Beatty need to be planted on the village green. To complete this work stake and tree ties will need to be purchased.

23-594 The roses in the Cold Meece Rose Garden are in a very poor condition and some need replacing. It was therefore proposed that 5 new yellow roses are planted in the garden.

23-595 Stafford Borough Council has started planting replacement trees on Ashdale Park and the village green with the work scheduled to be completed by March, 2024.

23-596 AbilityNet – a national group targeting support for older and digitally excluded people has been invited to hold an event in the parish. It is hoped such an event could be linked to the Wednesday Warm Welcome meeting.

23-597 **Resolution:** It was resolved that a budget of £200 was agreed to purchase 5 bush roses and tree stakes.

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Village Green – update report

- 23-598 The parish council's lease on part of the village green includes a requirement to maintain the trees on the leased land.
- 23-599 Discussions with the Borough Council about a second lease for the other parts of the village green would, it is hoped, exclude from the lease the obligation to maintain trees that were known to be at risk; the red flagged trees.
- 23-600 The Stafford Borough Council survey of trees on their land has created a work schedule for those trees at greatest risk.
- 23-601 There have been 6 incidents since July 2022 involving trees on the village green, only one incident involved a red flagged tree.
- 23-602 Concern has been raised over the lack of maintenance of the trees on the village green and the risk that this might cause in the future.
- 23-603 The area of trees next to the bus stop is of particular concern as two trees have been brought down by heavy winds in the last three months.
- 23-604 **Resolution:** it was resolved that:
- i. Discussions take place with the borough council about the parish council's concern over the state of the trees on the village green and the need to reflect this in any new lease agreement.
 - ii. That a review of the tree survey of the trees on the village green is undertaken, which may include commissioning an independent survey.
 - iii. That the immediate problem of the trees in the vicinity of the bus stop is raised with Streetscene and that the area should be the focus of the Parish Spring Clean which is scheduled to take place on 6 April, 2024.

Labour in Vain Working Group – update report

- 23-605 At a meeting on 25 January, 2024 with the agent for Stonegate an offer was made to buy the pub and associated carpark for £300,000. The offer was rejected as they had already received offers in the region of £500,000.
- 23-606 The working group did not submit an application to the Community Ownership Fund as there was no likelihood of them being able to buy the pub from Stonegate.
- 23-607 The Working Group takes the view that until the pub is sold there may still be an opportunity to buy it; but that this will require Stonegate to reduce their expectation on the value of the pub and carpark. They continue to meet and are looking to run fund raising events and to increase the value of pledges to support the project. Pledge funding now stands at £62,710
- 23-608 An email has been sent to the Head of Law and Governance at Stafford Borough Council confirming the formation of the Yarnfield and Cold Meece Community Ltd and the offer to buy the pub.
- 23-609 The asset of community value listing by Stafford Borough Council will remain in force until June 2028.

Neighbourhood Plan – update and next actions

- 23-610 To maintain the momentum on the work to produce the neighbourhood plan an extraordinary meeting of the parish council will be arranged to focus exclusively on the work needed to complete the plan.

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23-611 The latest draft of the Design Code has been received from AECOM and a meeting scheduled with the lead consultant Dr W Deng on either 20 or 21 February, 2024.

Updates from Parish Councillors

23-612 Cllr Treen reported that the Yarnfield Park Residents' Association will be meeting Barratts West Midlands on 29 February, 2024 and asked residents of the estate to contact her if they had any questions that they would like raised at the meeting.

Planning – to consider any planning applications in the parish

23-613 3 Cold Meece Cottages, Cold Meece Road, Cold Meece 21/34786/OUT

- Outline application for the erection of 3 new dwellings - all matters reserved.

23-614 The application relates to a variation to the original application to build 5 dwellings on the site which was first considered by the parish council on 15 February, 2022. The new application seeks to reduce the number of dwellings to be built on the site from 5 to 3.

23-615 Since the original application further concern has been raised about the impact any development would have on the safety of road users on Swynnerton Road, Cold Meece.

23-616 The councillors also noted with concern that the site of the proposed development contravenes a covenant placed on the land when it was transferred from New Cold Meece Consortium Ltd to the owner of 3 Cold Meece Cottages.

23-617 **Resolution:** It was resolved that:

- i. That the comments made about the original application are still relevant.
- ii. To ask that parking is provided within the development for visitors coming to the proposed dwellings to avoid the need for them to park on Swynnerton Road.

Forward Plan and Events Calendar

23-618 The forward plan for meetings and events was noted.

Date and time of next meeting

Monday 26 February, 2024 at 7.30pm

Signed

Chairperson of the Parish Council

Date: 26 February, 2024

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YARNFIELD AND COLD MEECE PARISH COUNCIL PARISH COUNCIL MINUTES Monday 26th February, 2024 Yarnfield Park Conference Centre

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

Councillors:

David Beeston	Sally Parkin (Chairperson)
Margaret Broader	Kirsty Treen
Jo Griffiths	Ed Whitfield

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

Public at the meeting: 1

Viewing live on Facebook: 6

Apologies for Absence

23-619 Apologies were received from – Cllr. Stella Hughes

Declaration of Interest

23-620 Nil

Neighbourhood Plan – update and next actions

23-621 The council received an update on progress with the preparation of the Neighbourhood Plan setting out work that needed to be completed before the plan could be submitted to Stafford Borough Council for screening.

23-622 The work plan, set out in Appendix 1, setting out the key stages in the preparation of the Neighbourhood Plan, projected that the parish referendum could be held in January 2025.

23-623 During the meeting the councillors asked questioned about two of the policies, and possible changes that they would like advice on.

- i. Should policy YCM5 (Local Heritage and Character) include a reference to the 4 other listed buildings in the parish rather than just focusing on the Cold Meece War Memorial?
- ii. Should policy YCM6 (Landscape and Biodiversity) include:
 - more around replacing lost biodiversity arising from planning developments – possibly a positive statement about tree planting.
 - a statement requiring future maintenance of land to protect biodiversity. This suggestion was driven by a concern amongst the councillors about the fire risk associated with poorly maintained land and the enhanced risk of fire arising from climate change.
 - Should there be a policy specifically dealing with biodiversity net gain or is the current wording of YCM6 sufficient to deal with the question of biodiversity net gain.

23-624

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23-625 Resolution: It was resolved that:

- iii. The updated work programme for the Neighbourhood Plan was approved.
- iv. A request for advice on amendments to the Neighbourhood Plan policy YCM5 and YCM6 was sent to the parish council's planning consultant.
- v. That the completed regulation 14 screening document was sent to Stafford Borough Council.

Date and time of next meeting

18 March, 2024 at 7.30pm




Signed


Chairperson of the Parish Council

Date: 18 March, 2024


Meeting closed 8.25pm

Monthly Progress Tracker – Update 17/03/2024

	 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
September 2023	1	13	3
October 2023	1	11	2
November 2023	1	10	1
December 2023	1	10	0
January 2024	1	10	0
February 2024	1	12	0
March 2024	1	13	0



Minute	Resolution	Action	RAG
Ambition 1 - Environment			
21-524	Village Green Project	Referred YCM-PC concerns about the condition of tree on the village green to SBC Meeting with Stafford Borough Council officer [10/01/24] <ul style="list-style-type: none"> - Work on lease still with legal services - New section 106 fund application to be refreshed and resubmitted to Stafford Borough Council Meeting with officer leading this work set for Wednesday 15 November, 2023. <ul style="list-style-type: none"> - Instruction to prepare lease sent to solicitors - Existing lease to be incorporated into the new lease - Pepper corn rent to be charged for the lease 	

Monthly Progress Tracker – Update 17/03/2024



		<p>Stafford Borough Council confirm funding for the village green lease advert has been found.</p> <p>Meeting with officer leading this work set for Wednesday 18 October, 2023.</p> <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"> - To form a working group to prepare the tender for the village green project and to issue tenders documents - Resolve to submit a bid for money to the HS2 Community and Environment Fund - 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> <p>Planning to look at the boundary lines of the proposed lease to establish ownership details of the pavements surrounding the south green.</p> <p>Streetscene to review work needed to “red flagged” trees on the village green.</p> <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>	

Ambition – 2 Safety


Monthly Progress Tracker – Update 17/03/2024

23-291	Highway Repairs	<p>Email sent to Cllr Ian Parry [4/03/2024]. Meeting being arranged.</p> <p>Email exchange with HS2 Ltd about the council's dissatisfaction with their refusal to accept responsibility for the state of the lane and flooding. [13/03/24]</p> <p>Site visit and video evidence collected and sent to HS2 Ltd [15/03/24]</p> <p>Potholes marked up to be repaired by Staffordshire County Council [10/11/23].</p> <p>A complaint about the state of the junction of The Paddocks and Yarnfield Lane has been logged with Staffordshire County Council.</p> <p>A Freedom of Information Act request has been made to Staffordshire County Council for detail so their programme of highway repairs specifically relating to the parish and the criteria that they use for prioritising work.</p> <p>That residents are encouraged to log problems on the Staffordshire County Council report its website.</p>	
23-296	Homes Plus Estate Management	<p>Homes Plus onsite – work on hedges and pavements underway. [14/02/23]</p> <p>Email from Homes Plus – work scheduled to start February 2024</p> <p>Site meeting with Homes Plus [18 October 23] Agreed to deal with maintenance and repair issues Greenside and The Furlong. Awaiting response from Homes Plus officer.</p> <p>Contact made with Homes Plus Estate Management Team Lead. Meeting with estate walk to be confirmed.</p>	



Monthly Progress Tracker – Update 17/03/2024

21-499	Severn Trent work Highlows/Yarnfield Lane	<p>New STWCo lead officer for this work has been appointed. Request to meet sent. [18/03/24]</p> <p>Telephone contact with Asset Planning Lead – evaluation and options report being prepared. Further work needed to establish whether the Highlows Lane junction is the symptom of a bigger problem or the cause of the problem. Meeting to be arranged for the new year.</p> <p>Meeting with Asset Planning Lead (Waste Networks)</p> <ul style="list-style-type: none"> - STWCo looking to find solution that represents value for money and is achievable given the physical constraints and doesn't move the problem to a different location on the location. - Possible schemes referred to STWCo hydrologists to undertake assessment of the schemes' suitability. <p>Email to CEO of Severn Trent. Problem delegated to senior officer at Severn Trent to resolve the problem. Contact made with the Asset Planning Lead (Waste Networks): meeting being arranged.</p> <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>	
21-499	Highlows Lane – Yellow Lines	<p>Email sent to Community Highway Engagement Officer [18/03/24]</p> <p>Outstanding work to finish the painting of the Yellow Lines at the junction reported to Staffordshire County Council with a request to complete the work asap</p>	




Parish Ambition – 3 Community

Parish Ambition – 3 Community			
23-550	Village Hall defibrillator	Community Action Group to identify the costs of replacing the battery and pads on the village hall G3 defibrillator and whether a more cost-effective option would be to replace the unit with a fully automatic G5 unit.	

Monthly Progress Tracker – Update 17/03/2024

23-323	Defibrillator project	<p>Meeting with AEDdonate to look at possible site on Ford Drive and in Cold Meece For possible sites.</p> <p>Application to National Grid to provide cost for unmetered cable supply started</p> <p>Application for grant funding being explored.</p>	
23-267	Labour in Vain - Community Ownership Fund Round 3	<p>Update and action planning meeting with Plunkett Foundation [7/03/24]</p> <p>Bid to buy the Labour in Vain rejected by Stonegate.</p> <p>Application to Community Ownership Fund put on hold – further work to secure pledges needed and for Stonegate to their view that the Labour in Vain and associated cap park has a value of at least £500k</p> <p>Application for the membership of the Plunkett Foundation secured</p> <p>Application for the registration of the Community Benefit Society prepared based on the Plunkett Foundation model standards</p> <p>Closing date for Community Ownership Fund application – 31 January 2024</p> <p>Plunkett Foundation support for the project secured. Dates of meeting with PF advisor circulated to members of the working group.</p> <p>Valuation of the Labour in Vain commissioned by the parish council.</p> <p>Working group meeting agreed that the formation of a Community Business Society will be the best approach to secure a Community Ownership grant.</p> <p>The review of the asset of community value found in favour of its retention but with the car park being removed</p> <p>Expression on interest has been approved – with one caveat – application and delivery must be by the same company</p> <p>Formation of a Community Interest Company proposed by the Working Group</p> <p>Asset Lock – can the parish council be named as the recipient of the asset lock</p> <p>LiV Action Group meeting 14/09/23 – agreed outline of the expression of interest application to the Community Ownership Fund.</p> <p>Closing Date for full application 11 October 2013.</p> <p>Meeting of the Parish Council - Community Meeting 7 September 2023 confirmed notice is given to Stafford Borough Council that the parish wish to be considered as a potential bidder</p>	

Monthly Progress Tracker – Update 17/03/2024

23-547	PFCC elections 2024	<p>Stafford Borough Council Elections office request to post detail of the PFCC election received [15/02/24]</p> <p>Nominations close – 4pm – 5th April, 2024</p> <p>It was resolved that the Chairperson write to the candidates in the forthcoming PFCC election seeking assurances that they support the plans to construct a new firing range at Stafford.</p>	
22-47	Firing Range	<p>Meeting with Stafford Borough Council and Staffordshire Police [22/01/24]</p> <p>Planning permission for the new range in Stafford approved.</p> <p>Police confirm reporting arrangements with parish council to supply dates and time for the operation of the range.</p> <p>Awaiting results – see email from SB</p> <p>Monitoring of the site undertaken by Stafford Borough Council – 25 August 2023</p> <p>Site visit with Police, Property Services and Stafford Borough Council – 24 August 2023.</p> <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	<p>Price for new gates included in 2024 budget. Cost limitations will mean the project will need to be phased over several years.</p> <p>Prices for gates being arranged – to be reported to the September</p> <p>Gate design, cost of procurement and installation to be present to September 2023 meeting</p>	

Monthly Progress Tracker – Update 17/03/2024

Parish Ambition – 4 Good Governance			
23-540	Business Continuity Plan	<p>Continuity Plan Template prepared with examples. – Cllrs invited to comment on the template before it is populated [18/03/24]</p> <p>A detailed plan of action covering all aspect of parish council business is to be prepared</p> <p>A contact list for individuals and organisation is to be prepared.</p>	
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>	

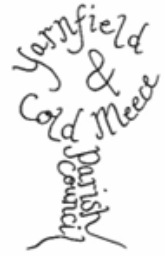
Police, Fire and Crime Commissioner Election

For the Staffordshire Police Area

1. An election is to be held for a Police, Fire and Crime Commissioner for the Staffordshire Police Area.
2. Nomination papers can be obtained from the office of the Police Area Returning Officer, Town Hall, King Edward Place, Burton upon Trent, DE14 2EB, during the times stated below.
3. Nomination papers must be delivered to the Police Area Returning Officer at Town Hall, King Edward Place, Burton upon Trent, DE14 2EB, between 10am and 4pm on any working day after publication of this notice but no later than **4pm on Friday 5 April 2024**.
4. If the election is contested the poll will take place on **Thursday 2 May 2024**.
5. Applications to register to vote must reach the relevant Electoral Registration Officer by 12 midnight on **Tuesday 16 April 2024**. Applications can be made online: <https://www.gov.uk/register-to-vote>.
6. The £5,000 deposit can be paid by legal tender or by means of a banker's draft from a drawer which carries on business as a banker in the United Kingdom. Payment will also be accepted by card or electronic transfer of funds.
7. Applications, amendments or cancellations of postal votes must reach the relevant Electoral Registration Officer by 5pm on **Wednesday 17 April 2024**.
8. Applications for a Voter Authority Certificate or an Anonymous Elector's Document valid for this election must reach the Electoral Registration Officer by 5pm on **Wednesday 24 April 2024**. Applications for a Voter Authority Certificate can be made online: <https://www.gov.uk/apply-for-photo-id-voter-authority-certificate>
9. Applications to vote by proxy at this election must reach the relevant Electoral Registration Officer by 5pm on **Wednesday 24 April 2024**.
10. Applications to vote by emergency proxy at this election must reach the relevant Electoral Registration Officer by **5pm on 2 May 2024**.

Printed and published by the Police Area Returning Officer, Town Hall, King Edward Place, Burton upon Trent, DE14 2EB

YARNFIELD AND COLD MEECE PARISH COUNCIL PARISH COUNCIL GRANT APPLICATION FORM



Please complete all questions including signing & dating the declaration at the end of the form. Where a question is not applicable, please enter N/A on the form.

If you wish to provide additional information or expand on a question, please provide an attached sheet.

Please refer to the Council's Grant Policy for full terms and conditions of grants and details of what documentation needs to be included with your application.

If you wish to discuss the feasibility of your proposal or want further advice on the application process please contact the parish clerk, or one of the parish councillors.

Name of Group or Organisation	Messy Church/St Marys Toddler Group		
Contact name	Anna Hawkins	Position with the organisation	Children's Worker
Address	St Mary's Church, Hall Lane, Swynnerton, ST15 0QE		
Phone number	[REDACTED]		
Email address	[REDACTED]		
Brief description of your group/organisation's main purpose/activities			
To provide activities and events for all families in the villages of Yarnfield, Cold Meece and Swynnerton to access.			
Please provide the number, or percentage, of members that belong to the organisation and live within Yarnfield and Cold Meece parish.			
About 6 members that help run the groups.			
Project for which grant is required			
Yarnfield and Cold Meece Village Easter Egg Hunt			

How will this project benefit the residents of the parish	
This brings all families and other residents should they wish to attend, together to spend time together and get to know each other. It provides an activity to keep children and others occupied and to get some fresh air!	
Have you received, applied for or intend to apply for funding from any other source for this project	Yes / No
Total cost of the project	£54
Amount of grant required	As much as possible
How much of the total cost does your group/organisation intend to raise yourself and how?	We will raise whatever is left through our usual donations.

Please tick to confirm you have included the following documentation with your application (please enter n/a if not applicable):

- Complete and signed application form
- Detailed budget plan and supporting evidence

DECLARATION

Please ensure the person signing the declaration on behalf of your organisation has the appropriate authority to do so.

"I confirm that the information contained in this application is correct to the best of my knowledge. I agree that any money awarded by Yarnfield and Cold Meece Parish Council as a result of this application will only be used for the purposes stated in the application, and in accordance with the grant conditions detailed in the Parish Council's Grant Policy.

I further agree to provide copies of receipts & invoices as required to Yarnfield and Cold Meece Parish Council to confirm to them exactly how the money has been spent if the application is successful."

Signed	AM HAWKINS
Print Name	Anna Hawkins
Position in the organisation	Children's Worker

Please sign the following declaration and return this form together with all supporting documentation required to:

Yarnfield and Cold Meece Parish Council
c/o 5 De Havilland Drive
Yarnfield
ST15 0SX

Insurance

1. The annual renewal of the council's insurance is due on the 1st April , 2024
2. The renewal with the existing provider Clear Council, formerly known as BHIB, will be either:
 - i. One year – £730.70
 - ii. Three year – £706.01 - charge fixed for three years.
2. As a comparison Zurich Insurance have been approached. The comparable cover would cost - £603
3. Clear Council (BHIB) offers a 50% discounted membership of the Parish Online mapping system that the council uses, principally for the Neighbourhood Plan it is preparing. This equates to a saving of £48.
4. Recommendation: That the three-year renewal with Clear Council is accepted.

Invoice

Invoice Number:	LCO01706
Invoice Date:	13/03/2024
Policyholder Name:	Yarnfield and Cold Meece Parish Council
Policyholder Address:	5 De Havilland Drive Yarnfield Stone Staffordshire ST15 0SX
Policy Number:	LCO01706
Policy Type:	Local Councils
Effective Date:	01/04/2024
Description:	Local Councils Insurance Renewal
Premium:	£590.19
Insurance Premium Tax:	£70.82
Administration Fee:	£45.00
Total Premium Due:	£706.01
Terms of Payment:	In advance of your renewal date 01/04/2024

How To Make Payment:

Credit/Debit Card:	Please call Clear Councils on 0330 013 0036 and have your card details ready.
BACS/Automatic Transfer:	Account Name: Clear Insurance Management Ltd Account No.: 65304586 Sort Code: 60-15-03 Reference: Your quote reference (see above)
Cheque:	Please make cheques payable to Clear Insurance Management Ltd and send to, Clear Insurance Management Ltd, AGM House, 3 Barton Close, Grove Park, Enderby, Leicester, LE19 1SJ, quoting your quote reference (see above) on the reverse.

Warm Welcome - Budget breakdown and costs

Warm Welcome Events grant from Stafford Borough Council 900.00

	Craft Group	WWW	Coffee Group	
Room hire				
Janaury	48.00	60.00	48.00	156.00
February	48.00	48.00	48.00	144.00
March	48.00	48.00	60.00	156.00
	144.00	156.00	156.00	456.00
Catering				
Janaury	15.00	92.44	25.00	132.44
February	15.00	89.44	25.00	129.44
March	15.00	90.00	25.00	130.00
	45.00	271.88	75.00	391.88
				847.88

Possible options for the continuation of the WWW

Three possible operating models have been costed:

[1] - No subsidy by Yarnfield and Cold Meece Parish Council

[2] - Subsidy to provide each participant pays £1 per session

[3] - Full subsidy

	[1]	[2]	[3]
April - December (39 weeks)	39	39	39
Room hire	468.00	468.00	468.00
Catering cost (based on average)	788.15	788.15	788.15
Possible Parish Council subsidy	0.00	671.15	1256.15
Balance	1256.15	585.00	0.00
Number of participant	15	15	15
Weekly cost per participant	2.15	1.00	0.00

Yarnfield and Cold Meece Events Calendar 2024

April

Saturday 6, April



Spring Clean
10pm - noon & 2pm - 4pm
Meeting on the village green



May

Tuesday 21, May

Annual Parish Assembly
Village Hall



June

Saturday 8, June

D-Day Commemoration - Talk by Shaun Farrelly
Village hall

Sunday 23, June

Strawberry Tea
Village hall

July

Sunday 14, July

Annual Parish Picnic
1pm - 4 pm on the village green



August

September

Friday 27, September

Macmillan Coffee Morning
Village Hall



October

Buy, Sell and Swap
Village Hall



November

Saturday 2, November

Countryfile Ramble for Children in Need
Yarnfield to the Fitzherbert Arms (Swynnerton)
Start - Labour in Vain

Saturday 9, November

Remembrance Day Event
Cold Meece Memorial



December

Saturday 21, December

Children's Christmas Party
Village Hall

Saturday 21, December

Carols at the Village Hall



Full details will be published nearer the date on Facebook and the parish notice boards.



@ycmparishcouncil

Yarnfield and Cold Meece Parish Council
Schedule of Payments -18 March, 2024

Date	Ref/Chq no	Payee	Description	NET	VAT	RECEIPTS	Payment
16/02/2024	BACS	Village Hall *	Craft Group - Warm Welcome Hire	48.00			48.00
16/02/2024	BACS	Village Hall *	Coffee Club - Warm Welcome Hire	48.00			48.00
16/02/2024	BACS	Village Hall *	Parish Council - room hire	366.00			366.00
18/03/2024	BACS	Village Hall	Room hire Parish Council	228.00			228.00
18/03/2024	BACS	Support Staffordshire	Membership Subs	25.00			25.00
18/03/2024	BACS	Cler,	Salary	647.79			647.79
18/03/2024	BACS	HMRC	PAYE payment	162.00			162.00
18/03/2024		Staffordshire County Council	Annual Web Hosting Fee	125.00			125.00
18/03/2024	BACS	Clerk	Office expenses	16.49			16.49
18/03/2024	Cash	Mrs T Collins	Coffee Club - catering donation	75.00			75.00
18/03/2024	BACS	Mrs B Fraser	Craft Group - catering donation	45.00			45.00
18/03/2024	BACS	Messy Church/St Marys Toddler C	Y&CM - Village Easter Egg Hunt	54.00			54.00
18/03/2024	BACS	Cllr S Parkin	Warm Welcome supplied	89.44			89.44
18/03/2024	BACS	Clear Councils	Insurance Renewal	706.01			706.01
18/03/2024	BACS	Clerk	6 Roses for Memorial Garden	103.23	20.66		123.89
				2,738.96	20.66		2,759.62



uvecic.co.uk 01538 386221
info@uvecic.co.uk

Town and Parish Council Planning Service

18th March 2024

Alex Yendole
Strategic Planning and Placemaking Manager
Stafford Borough Council
Civic Centre
Riverside
Stafford
ST16 3AQ

Dear Mr Yendole

**Town and Country
Planning Act 1990
Planning and
Compulsory
Purchase Act 2004
Yarnfield
Settlement
Boundary and
Green Belt
Boundary**

Urban Vision Enterprise
Suite 15 Oriel Chambers
14 Water Street
Liverpool
L2 8TD

I refer to our recent discussions regarding the Yarnfield Settlement Boundary and Green Belt boundary.

We understand there are no issues currently in terms of housing capacity to meet local need in the Borough, so in general there is no need for Green Belt modification, having regard to Chapter 13 of the National Planning Policy Framework December 2023 (NPPF).

However, there is a clear case for modification to deal with the anomalies in Yarnfield. The approval of extensive housing development within the Green Belt has had serious consequences, creating a contradiction between local and national policy.

This anomaly can only lead to inconsistent decisions and represents a very high level of risk in terms of defending other parts of the Green Belt.

The case for modification of the Green Belt boundary is as follows:

1. It is now impossible to draft and apply consistent policies for the Yarnfield settlement due to it being partially in the Green Belt.

2. Yarnfield has half of the built settlement in the Green Belt and half not in. We work all around the country and can think of no other areas where a similar situation applies. Amending the settlement boundary to cover only half of the settlement, rather than amending the Green Belt boundary, will only exacerbate the situation.
3. Paragraph 148 b) of the NPPF states that Green Belt boundaries should not include land which it is unnecessary to keep permanently open. In this instance, only a very small part of the land is open and most of the land is developed for housing.
4. The part of the Yarnfield built settlement within the Green Belt now meets none of the five purposes for Green Belts in Paragraph 143 of the NPPF, so there is no logical case for wash-over Green Belt.

We are not aware of any other settlement in England (or in the Borough) where half of a built settlement is washed over by Green Belt and half not.

In our opinion, leaving this issue unresolved is a very high-risk option. It is confusing and there are contradictions between national and local policy. This is likely to lead to unplanned acceptance of unsustainable and harmful development.

Amendment of the Green Belt to avoid covering part of the built settlement is the only viable solution, in our opinion.

You will also be aware that the Parish Council would also like the gymnasium and tennis court site (Yarnfield Parkway) towards the north part of the settlement to be considered for removal from the Green Belt, given that it is a brownfield site. There is a good case for this. One option discussed was for the site to be developed for affordable housing.

We would request that this situation be addressed through the Local Plan process as a matter of urgency.

Yours faithfully



Dave Chetwyn, MA, MRTPI, IHBC, FIoL, FRSA Managing Director