

DRAFT MINUTES

YARNFIELD AND COLD MEECE PARISH COUNCIL PARISH COUNCIL MEETING MINUTES

Wednesday 15th May 2024

Yarnfield Park Conference Centre

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

Councillors:

David Beeston

Sally Parkin (Chairperson)

Margaret Broader

Kirsty Treen

Stella Hughes

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

Public at the meeting: 1

Viewing live on Facebook: 3

Apologies for Absence

24-19 Apologies were received from – Cllr Ed Whitfield, Cllr Pert (SCC) Cllr Roy James (SBC).

Declaration of Interest

24-20 Declarations of interest were received from Cllr Beeston and Cllr Broader in relation to the village hall planning application.

24-21 Cllr Mrs Hughes, asked for clarification on whether she needed to declare an interest in relation to the village hall planning application as she lives next to the village hall.

24-22 The council may grant a dispensation to a councillor who discloses a pecuniary or other interest in an item on the meeting's agenda to participate in any discussion and to vote on the matter if it consider that so many members of the council have disclosed an interest that it would impede the transaction of the business.

24-23 **Resolution:** It was resolved to grant a dispensation to Cllr. Hughes.

Public Question Time

Parking on Pavements

24-24 A question has been received about what can be done to prevent cars from parking on pavements thereby causing a danger to pedestrians. The question relates specifically to Caversham Way and Colliford Drive.

Response

24-25 The question of road safety and danger cause by vehicles parking on pedestrian pavements is essentially a matter for the police to deal with.

24-26 **Resolution:** It was resolved that the complaint be referred to the local PCSO to investigate.

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Reports from Borough and County Councillors

24-27 Nil

Minutes of the meeting held on Monday 22 April, 2024

24-28 **Resolution:** It was resolved that the minutes of the Parish Council meeting held on 22 April 2024. were approved as a correct record of the meeting subject to the correction of grammatical errors.

Parish Action Tracker – review of actions

24-29 Minute Number 23-718 Bus Shelter

- Insurance claim for replacement of the shelter has been send to the council's insurance company. The replacement cost is likely to be more than £4,000 to remove and replace with a similar shelter.

24-30 Minute Number 23-291 Highway Repairs

- A report being prepared by HS2 Ltd / Staffordshire County Council Highways report is still awaited.

24-31 Minute Number 23-296 Homes Plus – estate management

- Work on the pavements, root damage and perished brickwork is scheduled to start 4 June, 2024.

24-32 21-499 Severn Trent

- Complaint referred to Asset Planning Lead (Waste Networks) West Midlands who has confirmed the complaint has been escalated internally and is now waiting on a response.

24-33 21-499 Highlows Lane – Yellow Lines

Works scheduled to be done on the 22 May, 2024.

24-34 22-97 New Office System

- Staffordshire County Council charge £100 for the switch to a .gov.uk domain name. This work will need to be done through a registered JISC registered domain registrar.
- Staffordshire County Council only operate 1 template for parish council websites and will be happy to discuss upgrades to the council's website.

24-35 A copy of the Update of Actions Report set out in Appendix 1 and posted on the parish council website was noted.

24-36 **Resolution:** It was resolved that the clerk:

- Works with the Digital Team at Staffordshire County Council to move the parish council website to a gov.uk domain name.
- Produces a report setting out a plan, with costings, for the upgrade of the parish council's website.

Yarnfield Park Residents' Group – update report

24-37 Cllr Treen provided an update on the work of the Yarnfield Park Residents' Group:

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- i. Barratts West Midlands are still working to form a Residents' management company and a further meeting has been asked for by the Residents' group to discuss the implications of this proposal.
- ii. The grounds maintenance contractor has failed to maintain the site in line with the agreement. This has generated numerous complaints from the residents which have been referred to Barratts West Midlands.

Community Action Group – update report

24-38 Cllr Hughes provided an update on the Community Action Group meeting held on 23 April, 2024.

- i. A letter of thanks has been received from the MS society for the £250 donation made by the council. A copy of the letter will be sent to the coordinator of the sting organisation from whom the defibrillator was received.
- ii. No response has been received from Midland Heart about the request to site a defibrillator on their land.
- iii. The Community Action Group has agreed to buy 6 litter picking hoops.
- iv. Preparation of the strawberry tea are being made by the group.
- v. The group has agreed to purchase summer bedding and compost as soon as possible for the various displays in the parish.

24-39 **Resolution:** It was resolved that the Community Action Group budget is used to:

- i. Purchase 6 litter picking hoops at a cost of £72.00
- ii. Spend up to £200 on summer bedding and compost

Parish Clerk's report:

24-40 The Schedule of invoices awaiting payment for the period 23 April - 15 May, 2024 = £2,602.13.

24-41 The current account bank reconciliation on 15 May, 2024, after taking into account outstanding payments and transfers, was £1,154.23.

24-42 **Resolution:** It was resolved that:

- i. The schedule of payment for the period 22 April – 15 May 2024, set out in Appendix 2, is approved.

Update on actions taken

- i. A request has been sent to Stone Rural Parish Council for a meeting to discuss issues relating to the condition of Yarnfield Lane.
- ii. An email has been sent to the planning enforcement team at Stafford Borough Council planners about concerns over the Blue Iris development on Yarnfield Lane.
- iii. The spring edition of the parish newsletter has been prepared and distributed to households in the parish.
- iv. A letter has been sent to the residents of Greenside and Furlong overlooking the southern section of the village green about plans to plant 6 oak trees on the village green.
- v. An email has been sent to BIFFA thanking them for the donation of 10 apple trees.

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- vi. The old rose bushes at the Cold Meece memorial garden have been replaced with new rose bushes.
- vii. The Events Working Group met on 9th May, 2024 to agree progress with the calendar of events. A detailed report to the next parish council meeting will be prepared setting out costs for the summer picnic.
- viii. An application has been made to the council's Bank to revise the bank mandate to include a third signatory on each of the accounts.

Labour in Vain Working Group – update report

- 24-43 Yarnfield and Cold Meece Community Ltd. have been contacted by Barton Community Benefit Society, Oxfordshire, who are in the process of trying to buy their village pub from Stonegate. Their experience is similar to that of the Labour in Vain: Stonegate has overvalued their pub and is refusing to negotiate with the community over the valuation.
- 24-44 The Barton Community Benefit Society (BCBS) are looking to set up a pressure group made of parish councils and community groups who are experiencing similar problems with Stonegate.
- 24-45 The date for the final round of the Community Ownership Fund application is yet to be published.
- 24-46 **Resolution:** It was resolved that the Yarnfield and Cold Meece Community Ltd be asked to consider the request to support the work of the BCBS.

Neighbourhood Plan – update and next actions

- 24-47 The end of grant report for the 2023 grant awarded by Groundwork has been submitted.
- 24-48 The amount of grant available to support neighbourhood plan development is limited to £10,000. Since the start of this project the parish council has received 3 grants with a total value of £7,210:
- NPG-12261 £1,435
 - NPG-13049 £4,735
 - NPG-13709 £2,625
- 24-49 A new round of neighbourhood planning grant has recently been announced.
- 24-50 The revision of the Master Plan has been completed. The revised document is now being reviewed by a senior officer at AECOM before it is sent to the parish council.
- 24-51 **Resolution:** It was resolved that the clerk:
- i. Contact Urban Vision to agree the 2024 work programme and identify any costs associated with this work.
 - ii. Apply to Groundwork for a grant to fund this work.

Updates from Parish Councillors

- 24-52 Nil

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Planning – to consider any planning applications in the parish

9 Ashdale Park, Yarnfield

Reference	24/39029/LDCPP
Application Received	17 April, 2024
Proposal	Lawful Development Certificate - Proposed single storey rear extension

- 24-53 The application for a lawful development certificate is provided for information only. The application was previously approved by Stafford Borough Council.

64 Ford Drive, Yarnfield

Reference	24/38978/LDCPP
Application Received	08 April, 2024
Proposal	Proposed 2m heigh fence to front of property, adjacent to the highway

- 24-54 The application for a lawful development certificate is provided for information only. The application was previously refused by Stafford Borough Council.

19 Ladybower Way, Yarnfield

Reference	24/38996/HOU
Application Received	Thu 11 Apr 2024
Proposal	Proposed single storey rear extension. first floor front extension

- 24-55 **Resolution:** It was resolved to send a no comment response to Stafford Borough Council.

Yarnfield Village Hall, Yarnfield

Reference	24/38681/FUL
Application Received	Tue 30 Jan 2024
Proposal	Extend and remodel the existing entrance to create a new entrance to the Village Hall.

- 24-56 **Resolution:** It was resolved to send a no comment response to Stafford Borough Council.

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Forward Plan

24-57 The forward plan for meetings was noted.

Date and time of next meeting

- Parish Assembly – 21 May, 2024 at 7.30pm
- Parish Council Meeting – 14 June, 2024 at 7.30pm

Signed

Chairperson of the Parish Council

Date: 14 June 2024

Meeting closed 8.45pm