



**YARNFIELD AND COLD MEECE PARISH COUNCIL
PARISH COUNCIL MEETING
MINUTES**

17 March, 2025

Yarnfield Park Conference Centre

Councillors in attendance: David Beeston, Margaret Broader, Stella Hughes, Sally Parkin (Chairperson), Una Simpson, Kirsty Treen, Ed Whitfield

Also in attendance: John Fraser, Parish Clerk

25-107 **Apologies for Absence** – Cllr James (SBC), Cllr Nixon (SBC) and Cllr Pert (SCC)

25-108 **Declarations of Interest** - none

25-109 **Public Question Time** - none

25-110 **Reports from Borough and County Councillors**

- i. Cllr Pert provided a note on a Stafford Borough Council Cabinet Report concerning the future of their Local Plan process. Changes to the National Planning Policy Framework and the number and quality of the responses to the preferred options consultation undertaken in 2022 has prompted the council to stop work on the plan and instead start again with the production of a local plan covering the period 2025 – 2040.
- ii. The borough council must maintain a 5-year, soon to be a 6-year, supply of housing land. The change in the number of houses that the government require the local authority to plan for has increased from 394 dwellings to 752 dwellings. As a result, the borough council no longer has a 5-year supply. This leaves parishes such as Yarnfield and Cold Meece exposed to a risk of uncontrolled housing development. Any future refusals by the planning authority may be challenged on the basis that the local plan no longer supports the level of development that is needed in the borough.

25-111 **Minutes of the meeting held on Wednesday 12 February, 2025**, the minutes of the meeting were considered and approval given for the minutes to be signed.

25-112 **Parish Action Tracker** – The updated Action was considered and approved.

- i. **Minute Number 21-524:** Village green:
 - Working group agreed proposals for the section 106 project reported to March 2025 council meeting
 - The borough council solicitor has confirmed part of the village green is not yet registered with the Land Registry and has started gathering evidence to support registration of the land.
 - Request sent to Stafford Borough Council for a copy of the tree survey.
- ii. **Minute Number 23-291:** Highway Repairs
 - Councillor site visit [27/02/25] with HS2 staff, Balfour Beatty (BB), and an officer from county highways . Overall, the meeting went well, and the parish council achieved some good outcomes for the community, although a permanent solution is dependent on HS2 Ltd being given the clear instruction from the DfT to get on with closing down Phase 2 and to remediate all of its construction and environmental sites.

- Staffordshire County Council agree to undertake a survey of the road drains and gullies and undertake any repairs identified.
- Balfour Beatty and HS2 Ltd will:
 - Monitor flow of water on the site following heavy rainfall.
 - Check with ecology team to see if the gully that takes the runoff from the neighbouring farmers field into the culvert can be cleared where this is on Secretary of State land.
 - HS2 Ltd will look at further permanent solutions to the flooding problem.
 - HS2 Ltd/BB will ensure the accessibility of footpath No 33 where it crosses their land.

iii. **Minute Number 23-296:** Homes Plus Estate Management

- Work from previous complaint still outstanding.
- New report of pavement work reported to Homes Plus [14/03/25].
- Site visit request sent to Homes Plus.

iv. **Minute Number 23-499:** Severn Trent work Highlows/Yarnfield Lane.

- Cllr Pert will raised this problem at his next meeting with STW management.

v. **Minute Number 23-267:** Labour in Vain - Community Ownership Fund Round 3

- Labour in Vain Core Group meeting. [20/02/25] agreed:
 - To ask Stonegate for an update on the decision about the future of the pub.
 - Not to renew membership of the Plunkett Foundation.
 - To monitor funding opportunities.
 - To research first annual return of the Yarnfield and Cold Meece Community Ltd to the Finance Conduct Authority.

vi. **Minute 22-97:** New Office Systems

- Website construction on target to launch the site by 1 April 2025.
- Councillors to receive their gov.uk email addresses week beginning 24 March.
- Publicity for the new website and email addresses:
 - Parish News
 - Facebook
 - Parish notice boards
 - Email sent to email contact list

25-113 **Parish Clerk's report:** The schedule of payments, attached at Appendix 1, were presented to the meeting.

- i. The schedule of bank transactions for the period 13 February – 17 March = £2,693.79
- ii. A transfer from the Reserve Account – to the general bank account of £1,000 is required to maintain the account in credit.
- iii. Current Account bank reconciliation on 17 March 2025 after taking into account outstanding payments and transfers = £663.34.

25-114 **Resolution:**

- i. That the schedule of payments attached at Appendix 2 were approved
- ii. A proposal to set up a direct debit facility with HMRC to pay future PAYE and NI payment. was considered and subsequently approved

- 25-115 **Annual Audit timetable:** The internal audit which to be undertaken by Black Rose Solutions Ltd will be reported to the parish council meeting in June, together with the annual AGAR.
- 25-116 **Village Green Playground – project proposals:** The councillor working group presented their proposals for the village green project which are set out in Appendix 3.
- 25-117 **Resolution:** The proposals of the working group were considered and approval given to:
- i. Move to the next stage of the playground project and to present the proposals to the borough council ward representatives, Cllrs James and Nixon, to secure their support.
 - ii. To instigate the repairs set out in the report on the flat swings
 - iii. The maintenance programme set out in the report to washing and leaf blowing to clean the site.
- 25-118 **Website:** the new website will be launched on 1st April, 2025. Promotion of the new site, and the new council email addresses will be included Parish Newsletter, on the council’s Facebook page and on the parish notice boards.
- 25-119 **Neighbourhood Plan.** The decision of the borough council to abandon their work on the Local Plan review and to start afresh on the preparation of a new plan has serious implications for the neighbourhood plan project. The need to have an adopted Neighbourhood Plan becomes even more important to set out how development in the parish should be viewed.
- 25-120 **Updates from Parish Councillors.**
- i. Cllr Simpson attended a Rural Seminar arranged by the SPCA. Copies of the thoughts and proposals from the seminar are set out in Appendix 4
 - ii. Cllr Parkin and the clerk attended the now fortnightly Community Engagement Team meeting. The meeting is coordination work on the integration of the Afghan families into the community, events arranged include coffee mornings, the Women’s International Day display by the Afghan women. Work is now being done to set up guided walks for the Afghan families and MOD staff and further donation appeals.
 - iii. Rose Garden memorial to the Swynnerton Roses is being renovated. Cllr Whitfield has bought a Sandstone plinth for the plaque at a cost of £45. A new plaque will be produced and will be in place before the VE Day celebration in May 2025.
- 25-121 **Planning – to consider any planning applications in the parish** - none
- 25-122 **Forward Plan and Events Calendar**, attached at appendix 2 was noted.
- 25-123 **Date and time of next meeting** - 14 April, 2025



Signed
Chairperson of the Parish Council
Date: 14 April, 2025

Meeting closed 9.30pm