



YARNFIELD AND COLD MEECE PARISH COUNCIL  
PARISH COUNCIL MEETING

MINUTES

12 FEBRUARY 2025

Yarnfield Park Conference Centre

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

**Councillors:**

David Beeston	Una Simpson
Margaret Broader	Kirsty Treen
Stella Hughes	Ed Whitfield
Sally Parkin (Chairperson)	

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

Also in attendance: Laura Bridgwood (BIFFA, Cold Meece), Cllr Pert (SCC)

Public at the meeting: 4

Apologies for Absence

25-67 Apologies were received from – Roy James (SBC)

Declaration of Interest

25-68 No declarations of interest were received.

BIFFA Site Manager, Cold Meece – presentation

25-69 The manager from the Biffa Landfill site at Biffa, Cold Meece, Laura Bridgwood, gave a presentation about the operation of the site and the recent planning application that had been approved by Staffordshire County Council to install a reverse osmosis treatment plant.

25-70 The site is now used to receive aggregate waste and has not received household waste for many years.

25-71 There are four companies operating on the site:

- Aggregate Treatment Facility
- Soil Treatment Facility (Biogenie)
- Landfill – Restoration (inert soils)
- Power generation (Infinis)

25-72 Currently, every day up to five articulated tankers are needed to transport leachate from the site to a treatment plant near Manchester. The reverse osmosis plant will make leachate management at Cold Meece more sustainable.

25-73 A copy of the presentation slides is attached at Appendix 1.

### Public Question Time

#### Question

25-74 Could the parish council explain what is the latest position over the Labour in Vain?

#### Response

25-75 The Labour in Vain has now been closed for over two years. We know from an email exchange with Stonegate that the company is again looking at various options. This is presumably driven by the fact that they have failed to find a buyer for either the pub or the building plots which they are trying to sell for £365k and £180k.

25-76 The decision, by central government, to cancel all future Community Ownership Fund applications has withdrawn the only viable funding source available to Yarnfield and Cold Meece Community Ltd to buy the Labour in Vain.

### Reports from Borough and County Councillors

25-77 Cllr Pert (Staffordshire County Council)

- The recent Government White Paper setting out proposals to review the structure of local government in England will lead to borough and county councils being replaced by larger unitary authorities, probably by 2027.
- The borough council is still working on the local plan, but nothing is available to scrutinise. The number of houses that will need to be built in the borough has increased to about 750 dwellings. The borough council's Strategic Housing and Employment Land availability cannot support this level of development. There is, as yet, no credible timetable to produce the Local Plan.
- The flooding problem in Yarnfield has been raised at Cllr Pert's regular meeting with Severn Trent management.
- The moratorium on pavement repair work comes to an end in April and a request has been made to carry out work in Yarnfield as a priority.
- Staffordshire County Council has approved an additional £15m investment to deal with drainage and pothole issues in the county.

### Community engagement Operation Lazurite - update

25-78 Cllr Parkin provided an update on the community engagement following the public meeting on 27 January, 2025. Regular meetings are now taking place with the MOD, Mears, Police and borough council. Work is now taking place to create greater interaction with the Afghan families that will lead to a managed return of the families into the community.

### Minutes of the meeting held on Monday 13 January, 2025

25-79 **Resolution:** It was resolved that the minutes of the Parish Council meeting held on 13 January, 2025 were approved as a correct record of the meeting.

### Minutes of the extraordinary meeting held on Tuesday 28 January, 2025

25-80 **Resolution:** It was resolved that the minutes of the Parish Council meeting held on 28 January, 2025 were approved as a correct record of the meeting.

### Parish Action Tracker – review of actions

- 25-81 Minute Number 23-296 – Highway Repair
- Three dates have been offered to HS2 Ltd for a meeting to visit the site on Yarnfield Lane to discuss the problem of flooding.
  - The lack of any response to the request has been shared with Dr Allison Gardner, MP.
- 25-82 Minute 22-97 - New office system
- The new website is now under construction.
  - Plans are in place to launch the site on the 1 April, 2024.
- 25-83 **Resolution:** A copy of the Update of Actions Report set out in Appendix 2 and posted on the parish council website was noted.

Community Action Group – update report

- 25-84 Cllr Hughes provided an update on the work of the Community Action Group arising from the meetings on 1 October, 2024 and 21 January, 2025.
- Work to install the defibrillator at Cold Meece has been completed. The work has benefited from donations from the community, Eccleshall Rotary club, BIFFA and Eurolighting Ltd, who has agreed to provide a home for the device.
  - Two training events on the use of a defibrillator, to be run by the Community First Responders, are being planned.
  - The Community Action Group has agreed to make a £100 donation to the Community Heartbeat Trust in recognition of their help to loan a defibrillator to the parish council.
  - A notice is to be placed on the parish notice boards about the location of the defibrillators in the parish.
  - A letter has been sent to the residents of the Ford Drive estate asking for contributions toward the cost of installing a defibrillator on the estate. Donations amounting to £295 have been received.
  - An application has been made to Stafford Borough Council for a license to install a defibrillator on Ford Drive. No response has been received, and the clerk has been asked to contact the council again.
  - Trent Grounds Maintenance have been engaged to remove Himalayan Balsam from Yarnfield Brook.
  - A small group of residents joined members of the Community Action Group to plant spring flowering bulbs during the Autumn clean-up

New Parish Council website and email addresses

- 25-85 The new website which is being prepared by Parish Online has been received. Work is now being done to update the information on the new site. Plans are in place to launch the site on the 1 April, 2025.
- 25-86 New gov.uk email addresses for the councillors and clerk have been received and plans are in place for these to be used from 1 April, 2025.

Parish Clerk's report

- 25-87 The schedule of bank transactions for the period, 14 January – 12 February, 2025 = £1,782.09.
- 25-88 A Warm Welcome grant of £900 has been received from the Borough Council. The lunch club, craft group and coffee morning have given a commitment to support the project on the same arrangement as agreed in 2023/4.

- 25-89 The following transfers will be needed:
- i. From the general bank account to the community account, £295.
  - ii. From the community account to the general bank account, £104.
  - iii. From the reserve account to the general bank account, £2,000.
- 25-90 The current Account bank reconciliation on 12 February, 2025 after taking into account outstanding payments and transfers = £2,166.13.
- 25-91 **Resolution:** It was resolved that:
- i. The schedule of payment for the period 14 January – 12 February, 2025 set out in Appendix 3, is approved.
  - ii. That the cost of room hire for the coffee club and craft group are paid by the parish council for the period January – March 2025.
  - iii. That a donation of £50 is made to the coffee club and craft group toward the additional catering cost they will incur.
  - iv. That the residue of the Warm Welcome grant is used to fund the lunch club during 2025.

#### Update on actions taken

- i. Yarnfield Park multiuse play area – Old Alleynians Football Club has had to withdraw from the project to acquire the football ground. Despite this setback there was unanimous agreement that the project should continue, and a further approach is made to the owners of the site to see if we could enter into an options agreement to acquire the site.
- ii. Village green lease – work is still being done to secure a lease. The delay in completing this work has arisen because part of the land to be transferred is not registered with the Land Registry, and this is preventing the borough council moving forward with the lease.
- iii. Cllr Pert has contacted the county council about the possibility of creating a second pick up point for the school buses on Yarnfield Parkway.

- 25-92 **Resolution:** It was resolved that:
- i. Discussions with the owners of the Yarnfield Park group continues.
  - ii. That the clerk writes to the borough council ward representative to ask for their help in resolving the issue with the lease of the village green.

#### Greenside Playground update and inspection report

- 25-93 The annual inspection of the Greenside playground was completed in December 2024. The report has identified several low-risk issues that will need to inform the annual maintenance programme for the equipment on the playground.
- 25-94 There is a problem establishing the exact amount of section 106 funding promised to the parish council by the borough council. To help resolve this issue the support of the borough ward representatives will be needed.
- 25-95 A report will be brought to the March 2025 meeting setting out proposals on how to use the section 106 funding and the ongoing maintenance issues arising from the annual inspection report.
- 25-96 The section 106 programme should aim to:
- i. Improve accessible play equipment: currently there is only one piece of equipment that would meet this criterion.

- ii. Improve the educational value of the playground, possibly with panels and games.
- iii. Provide some facilities for older children.
- iv. Reduce the number of litter bins on the site and replace with new bins.

25-97 A working group will be formed to oversee this work.

25-98 **Resolution:** It was resolved that:

- i. A working group is formed made up of Cllr Hughes, Cllr Simpson, Cllr Whitfield and the parish clerk.
- ii. That a project plan is prepared that reflects the ambitions set out in paragraph 25-96.
- iii. An email is sent to Cllr James and Cllr Nixon asking for their help securing the section 106 money coming from Stafford Borough Council.

#### Neighbourhood Plan – update and next actions

25-99 Stafford Borough Council have provided a response to the draft Neighbourhood Plan sent to them in December 2024. This confirms that the parish council will not need to prepare either a strategic environmental assessment or a habitat regulation assessment.

25-100 The borough council has asked for further information to support the Neighbourhood Plan.

- a. A copy of the letter prepared by Urban Vision in March 2024 about the Yarnfield settlement boundary.
- b. Plan of Yarnfield Settlement Boundary.
- c. Plan of grey field sites (with evidence to demonstrate deliverability).
- d. Plan of brownfield sites (with evidence to demonstrate deliverability).
- e. Plan of Local Green Spaces and individual Plans.
- f. Section 7. Travel.

25-101 Work has started to prepare this information.

#### Updates from Parish Councillors

25-102 Cllr Simpson attended a councillor introduction training event arranged by the Staffordshire Parish Council Association (SPCA)

25-103 A rural themed seminal is being arranged by the SPCA on 5 Marc, 2025 at Gayton Village Hall. Anyone interested in attending to contact the parish clerk.

#### Planning – to consider any planning applications in the parish

25-104 No applications to consider.

Forward Plan and Events Calendar

- 25-105 The Village Hall committee has agreed to the proposal to rationalise the booking arrangements for future meetings. The schedule of parish council meetings and the events programme for 2025 is set out in Appendix 3.4.

Date and time of next meeting

- 25-106 Monday 17 March, 2025 at 7.30pm



Signed

Chairperson of the Parish Council

Date: 17 March, 2025

Meeting closed 21:45pm

# Biffa

Meece Landfill Site  
Blackflats Road  
Swynnerton  
Stone  
ST15 0QN



## Background of Site

490 hectares requisitioned from Swynnerton and Cotes estates

1940 ROF Swynnerton complete – Filling Factory No. 5 of 18

Site consisted of:

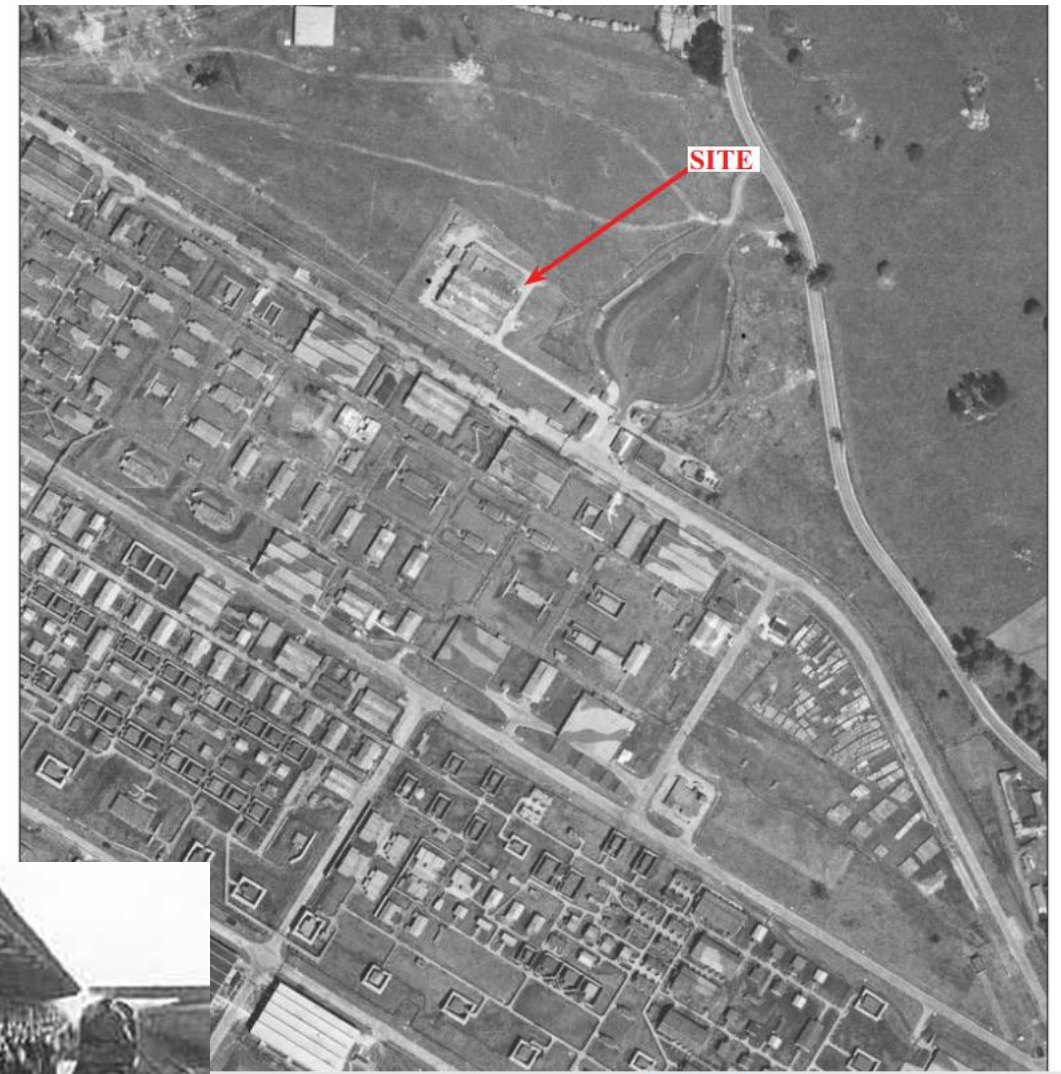
- Multiple earth bunded filling “laboratories”
- Semi-sunken earth-cover magazines (stores)
- Several decontamination areas
- Burning ground
- x5 large boiler-houses

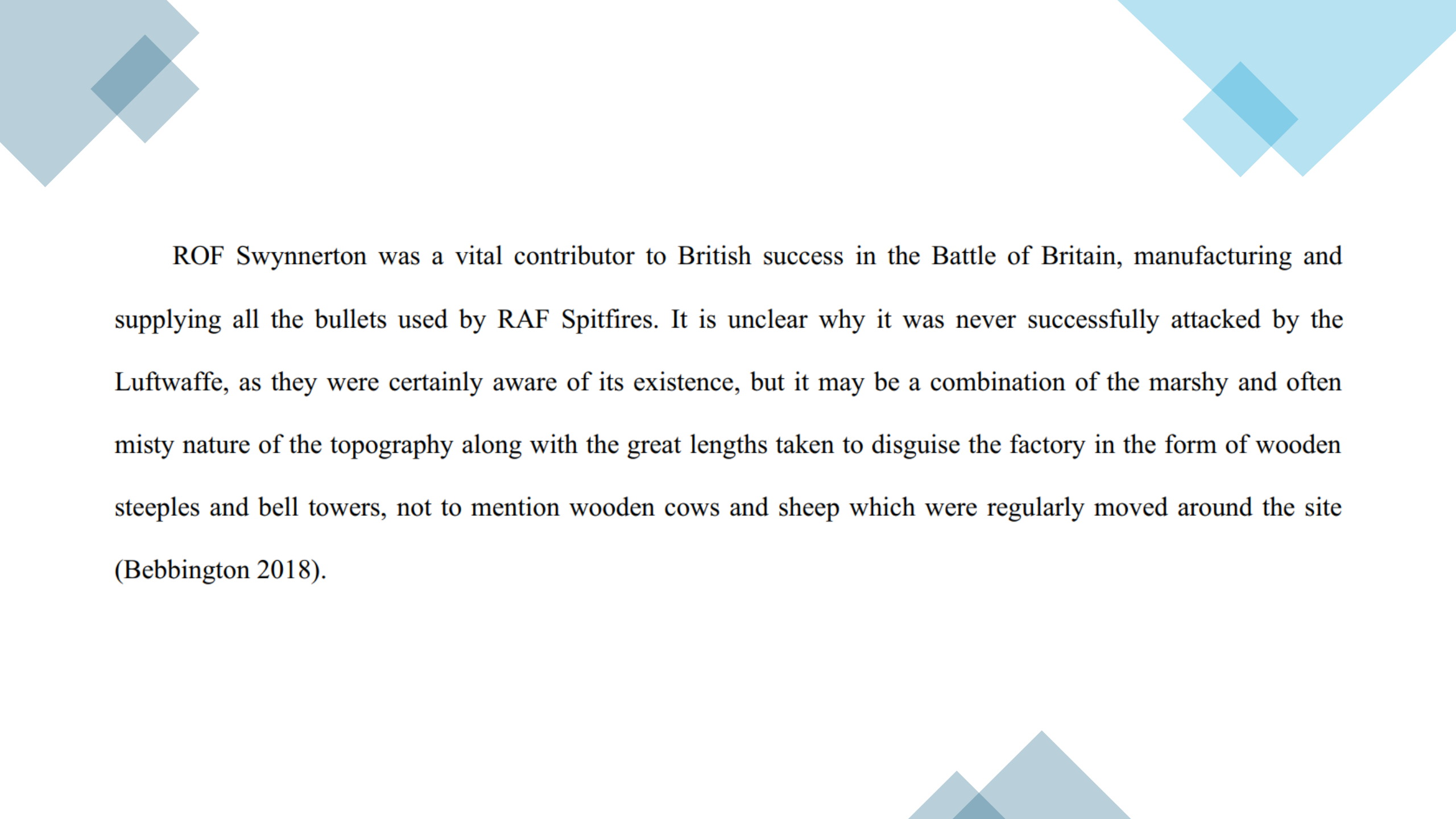
Early 1941 x 5000 employees

Summer 1941 x 15,000 employees

Summer 1942 x 18,000 employees

24hr production, x3 shifts





ROF Swynnerton was a vital contributor to British success in the Battle of Britain, manufacturing and supplying all the bullets used by RAF Spitfires. It is unclear why it was never successfully attacked by the Luftwaffe, as they were certainly aware of its existence, but it may be a combination of the marshy and often misty nature of the topography along with the great lengths taken to disguise the factory in the form of wooden steeples and bell towers, not to mention wooden cows and sheep which were regularly moved around the site (Bebbington 2018).

Following war became decommissioning factory  
1955 x 3,000 employees  
March 1958 x 700 employees

1958 Factory closed

Early 1970's became Swynnerton Training Area for the Army

1986 northern section of site became a landfill - Premco

1999 Biffa Waste Services acquired site

Today:

Aggregate Treatment Facility

Soil Treatment Facility (Biogenie)

Landfill – Restoration (inert soils)

Power generation (Infinis)



# Leachate Management / Reverse Osmosis Plant

We do have a trade effluent discharge consent, However, leachate is not discharged to foul sewer.

Currently up to x5 articulated tankers per day are required to transport leachate treatment plant near Manchester.

RO plant gives opportunity to make leachate management at Meece more sustainable.

Process is straightforward and comprises filtration and concentration to extract a clean discharge and a concentrate.

Clean discharge outputs to be used on site:

- ATRF
- Wheelwash supply
- Dust suppression

Surplus to go to surface water drains under discharge consent

Concentrate to be exported for treatment. 1 or 2 tankers A day, reducing as the legacy leachate is removed.



### Biodiversity Net Gain

Addressed BNG requirements with 13% positive improvement plan – further peripheral planting and habitat management

### Archaeological Survey

Preliminary archaeological assessment carried out.  
Prior to installation of the plant a programme of archaeological recording shall be carried out

### Noise Survey

Survey conducted concluded no adverse impact.  
Planning permission includes conditions of monitoring  
Manufacturer will be required to achieve the noise standard

### Aesthetics

To be sited on an existing concrete pad.  
Area surrounded by trees / scrub  
Container to be painted green, low profile

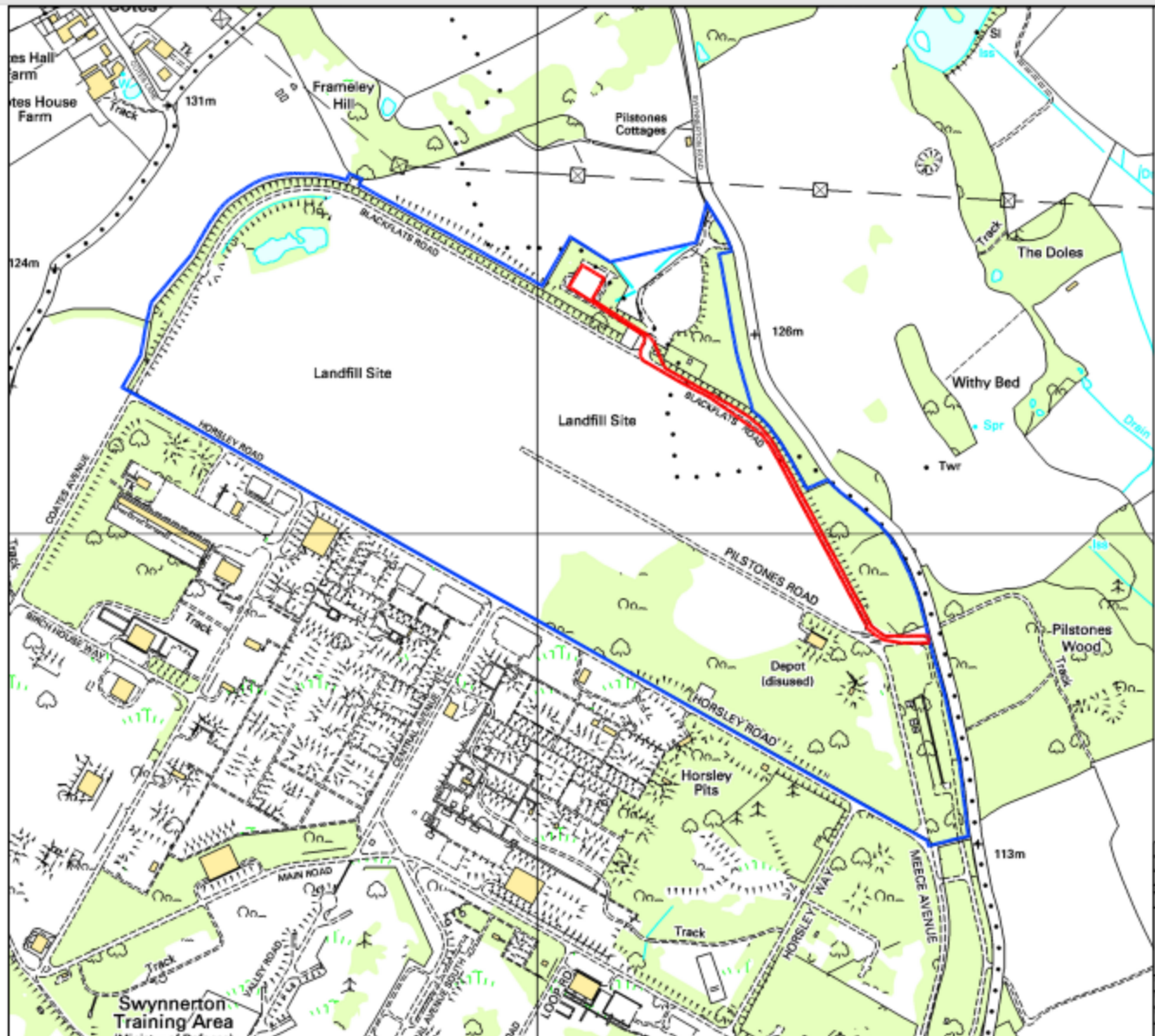
### Odour

Plant does not emit odour.  
All plant is containerised. All liquids and reagents are in sealed bunded tanks

### Environmental Permit

Applied for – in progress.







**Legend**  
— Application Area  
— Land under the Applicant's Control






<b>PROJECT</b> PLANNING <b>LOCATION</b> BRICK LAYERS SITE <b>SCALE</b> 1:1000 <b>DATE</b> 14/03/2024 <b>PROJECT NO.</b> 1	<b>SCALE</b> 1:1000 <b>DATE</b> 14/03/2024 <b>PROJECT NO.</b> 1

## Monthly Progress Tracker – Update 12/11/24



March 2024	1	13	0
April 2024	1	12	1
May 2024	0	13	0
June 2024	0	13	1
July 2024	0	13	0
September 2024	0	12	0
October 2024	0	11	1
November 2024	0	11	0
January 2025	0	8	3
February 2025	0	8	0

Minute	Resolution	Action	RAG
<b>Ambition 1 - Environment</b>			
21-524	Village Green Project	<p>Actions prior to 02/09/24 moved to archive file.</p> <ul style="list-style-type: none"> <li>• Trees <ul style="list-style-type: none"> <li>○ Stafford Borough Council to undertake a new tree survey on the village green which they will share with the parish council.</li> <li>○ Streetscene to start work on the trees near to the bus shelter</li> <li>○ Streetscene agreed to the lease not including any responsibility for trees</li> </ul> </li> <li>• Lease <ul style="list-style-type: none"> <li>○ Draft lease prepared by Stafford Borough Council for comment</li> </ul> </li> </ul>	
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>	


## Monthly Progress Tracker – Update 12/11/24

Ambition – 2 Safety			
23-291	Highway Repairs	<p><b>Emails sent to HS2 Ltd. [20/11/24 &amp; 06/01/25] – no reply received</b></p> <p>Actions prior to 02/09/24 moved to archive file.</p> <p>HS2 Ltd report on highway issues and flooding on Yarnfield Lane received. Copy sent to SCC Cllr Parry</p> <p>HS2 Ltd providing advice as to the reasons behind the delay</p> <p>Details for the visit to the HS2 compound on Yarnfield Lane have yet to be agreed. Balfour Beatty conditions for the visit, that councillors will need to be driven around the site and not allowed to leave the vehicle they are in, will significantly reduce the value of the visit.</p>	
23-296	Homes Plus Estate Management	<p>Work on repairs to the pavements around the village green completed during August 2024.</p> <p>Work started in early June 2024 but has since stopped. Home Plus asked to confirm when the work will resume and to give an assurance as to when all the repairs will be completed.[10/07/24]</p> <p>Repair work to the walls and pavements on Greenside started [04/06/24]</p> <p>Work on the pavements, root damage and perished brickwork scheduled to start 4 June, 2024.</p> <p>Email sent to Homes Plus asking for a meeting to review progress with the footpath repairs.[8/05/24]</p> <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>	
21-499	Severn Trent work Highlows/Yarnfield Lane	<p><b>Cllr Pert to raise issues at his next meeting with STW management</b></p> <p>Two reports of flooding referred to STWCo [23 November 24 and 6 January 25 24]</p> <p>Continue to monitor progress review January 2025</p> <p>Actions prior to 02/09/24 moved to archive file.</p>	
Parish Ambition – 3 Community			

## Monthly Progress Tracker – Update 12/11/24

23-267	Labour in Vain – Community Ownership Fund Round 3	<p><b>Labour in Vain Core Group asked to consider next steps and whether there</b></p> <p>Government announce Community Ownership Fund has been closed.</p> <p>Email sent to Stonegate asking for an update on their plans for the Labour in Vain [13/12/24] –</p> <p>Response – “Our Head of Property for the region is costing works required to reopen the pub following which the Directors of the business will consider the merits of investing and reletting vs selling the pub. It is most likely that it will be the new year before a decision is made”.</p> <p>Meeting of the Labour in Vain Core Group [11/11/24]</p> <ul style="list-style-type: none"> <li>- Letter to be sent to Stonegate to establish whether they have plans to invest in the pub with a view to it reopening.</li> <li>- Work to obtain a valuation on the pub has still to be completed, work needs to be done to complete this work</li> <li>- Allison Gardner, MP, - letter raising concerns about the future of the Community Ownership Fund sent to Rt Hon Angela Rayner, MP, Secretary of State, Department of Levelling Up, Housing and Communities</li> </ul> <p>Actions prior to 02/09/24 moved to archive file.</p>	
22-47	Firing Range	<p><b>Continue to receive update report of operation dates</b></p> <p>Continue to monitor progress review January 2025</p> <p>Actions prior to 02/09/24 moved to archive file.</p>	
<b>Parish Ambition – 4 Good Governance</b>			
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>	

## Monthly Progress Tracker – Update 12/11/24

22-97	New Office Systems	<p><b>The new site has been developed by Parish Online and now needs checking and populating with missing information..</b></p> <p>Contract awarded to Parish Online.</p> <p>Name of the new website and email addresses agreed</p> <p>Decision to end the contract with Staffordshire County Council communicated with the Digital Team</p> <p>Cost of proposed work reported to the council [09/10/24], In line with Standing orders and Financial Regulations estimated cost will trigger need to have 3 quotations for the work.</p> <p>Four companies approach to provide quotations for the work</p> <p>Report prepared for the November 2024 meeting.</p> <p>Schedule of improvements and changes to the council web site prepared. Copy sent to Staffordshire County Council [02/09/24]</p> <p>Staffordshire County Council have confirmed they charge £100 for the work</p> <p>The Cabinet Office are encouraging all local councils to move over the .go.uk domain for their website and Cllr/staff email addresses. Clerk attended a free training session sponsored by the Cabinet Office. A small grant of up to £100 is available to help with the cost of the transition.</p> <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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Schedule of Payments -12 February 2025

Date	Ref/Chq no	Payee	Description	NET	VAT	RECEIPTS	Payment
10-Feb-25	DD	Talk Mobile	Mobile phone charge	4.17	0.83		5.00
12-Feb-25	BACS	NALC	Cllr training	35.00	7.00		42.00
12-Feb-25	BACS	AEDdonate	Defib pads	104.00	20.80		124.80
12-Feb-25	BACS	Parish Online	WEB SITE	342.00			342.00
12-Feb-25	BACS	Clerk	Salary	674.49			674.49
12-Feb-25	BACS	HMRC	PAYE payment	168.80			168.80
12-Feb-25	BACS	HMRC	NI contribution over due payment	79.46			79.46
12-Feb-25	BACS	Village Hall Committee	Parish Council hire	228.00			228.00
12-Feb-25	BACS	Cllr Parkin	Lunch Club	100.94			100.94
12-Feb-25	BACS	Cllr Parkin	Christmas Party Food	16.60			16.60
				<b>1,753.46</b>	<b>28.63</b>		<b>1,782.09</b>

Account Transfers - 14 February 2024

	From	To	
12-Feb-25	Transfer	Community Action Group	General Account
			104.00
12-Feb-25	Transfer	General Account	Community Account
			295.00
12-Feb-25	Transfer	Reserve Account	General Account
			2,000.00
			<b>2,399.00</b>

Chairperson:   
 Date: 12-Feb-24

## Yarnfield and Cold Meece Parish Council Forward Plan

Date	Times	Activity
<b>Parish Council Meetings</b>		
Monday 14 April	7.30pm – 9.30pm	Parish Council meeting
Monday 12 May	7.30pm – 9.30pm	Parish Council meeting
Monday 9 June	7.30pm – 9.30pm	Parish Council meeting
Monday 14 July	7.30pm – 9.30pm	Parish Council meeting
Monday 8 September	7.30pm – 9.30pm	Parish Council meeting
Monday 13 October	7.30pm – 9.30pm	Parish Council meeting
Monday 10 November	7.30pm – 9.30pm	Parish Council meeting
Monday 8 December	7.30pm – 9.30pm	Parish Council meeting
Monday 12 January 2026	7.30pm – 9.30pm	Parish Council meeting
Monday 9 February	7.30pm – 9.30pm	Parish Council meeting
Monday 9 March	7.30pm – 9.30pm	Parish Council meeting
<b>Community Action Group</b>		
Tuesday 22 April	7.30pm – 9.30pm	Community Action Group
Tuesday 22 July	7.30pm – 9.30pm	Community Action Group
Tuesday 21 October	7.30pm – 9.30pm	Community Action Group
Tuesday 20 January 2026	7.30pm – 9.30pm	Community Action Group
<b>Annual Parish Assembly</b>		
Monday 19 May 2025	7pm – 9pm	Annual Parish Assembly