



**YARNFIELD AND COLD MEECE PARISH COUNCIL**  
**PARISH COUNCIL MEETING**  
**MINUTES**  
**12<sup>th</sup> MAY, 2025**  
**Yarnfield Village Hall**

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

**Also in attendance:** John Fraser, Parish Clerk, Cllr Sean Bagguley (SCC)

- 25-168 **Apologies for Absence:** Cllr. Ed Whitfield, Cllr. James (SBC)
- 25-169 **Declaration of Interest:** none
- 25-170 **Public Question Time:** PCSO Gareth Higgins provided an update on the police activity in the parish over the previous year.
- 25-171 **Reports from Borough and County Councillors:** Cllr Sean Bagguley, the newly elected county councillor introduced himself to the council and gave a brief overview of the aims of the newly elected administration.
- 25-172 **Minutes of the meeting held on 14 April, 2025:** the minutes of the meeting were considered and approval given for the minutes to be signed.
- 25-173 **Parish Action Tracker** – The updated Action Tracker, attached at Appendix 1, was considered and approved.
- i. **Minute 23-291:** Highway repairs – Yarnfield Lane
    - No response has been received from HS2 Ltd over the amendments to the notes of the meeting that took place in February. A request to provide a response and update on the agreed actions arising from the meeting will be sent to HS2 Ltd.
  - ii. **Minute 23-296:** Homes Plus estate management
    - A meeting request has been sent to the estate officer asking for a meeting to agree outstanding work and a timetable for its completion.
  - iii. **Minute 21-499:** Severn Trent work Highlows Lane
    - It has been twelve months since Severn Trent referred this work to their major projects team. Councillors asked that the Chairperson write to the CEO at Severn Trent asking for a resolution to this long-standing problem.
  - iv. **Minute 23-540:** Business Continuity Plan
    - The plan has been completed and shared with members. Training in the use of the plan is to be provided to the Chairperson and Vice chairperson.
- 25-174 **Parish Clerk's report**
- i. The schedule of payments, attached at Appendix 2, were presented to the meeting:
  - ii. The schedule of bank transactions since the last meeting = £1,722.97

- iii. Donations of £50 to both the Craft Group and Coffee Club have now been made, using money received from the Borough Council's Spaces Welcome grant.
  - iv. The direct debit arrangements with HMRC are now in place and the first PAYE and NI payment has been taken.
  - v. The current account bank reconciliation on 12 May, 2025 after taking into account outstanding payments = £3,196.85.
- 25-175 **Resolution:** That the schedule of payments attached at Appendix 2 were approved.
- 25-176 **Update on Actions**
- i. Reports to Staffordshire County Council Highways:
    - Yarnfield Lane/Yarnfield Parkway junction, white line worn away and needs repainting.
    - Surface dressing work, De Havilland Drive, parts of the work have not been completed.
  - ii. Operation of a plant nursery and vehicle storage at Cold Meece Cottages, Cold Meece: a request to investigate potential unauthorized activity has been sent to Stafford Borough Council Planning Enforcement.
  - iii. Streetscene has been asked to remove the dead tree on the village green near the bus shelter.
  - iv. Work needs to be done to several trees on the village green to remove low hanging branches that are preventing the cutting of the grass near to the trees.
- 25-177 **Resolution:** It was resolved to instruct Trent Grounds Maintenance to remove:
- i. The overhanging branches on the trees along the length of Yarnfield Brook, from the bridge to the end of the village green.
  - ii. The low branches at the base of the cracked willow trees on the middle green.
- 25-178 **Community Action Group Meeting:** Cllr. Hughes provided an overview of the work of the Community Action Group.
- 25-179 **Resolution:** It was resolved that:
- i. A donation of £50 is made to the Stone Community 1<sup>st</sup> Responders, in recognition of the excellent defibrillator training they delivered for the Community Action Group.
  - ii. A budget of up to £200 is approved to buy summer bedding and compost.
- 25-180 **Baden Hall, Motocross:** further events have taken place at Baden Hall and an event is planned at the end of May, 2025. Concerns about the events have been referred to Stafford Borough Council.
- 25-181 **Parish Assembly:** the Assembly meeting on 19 May 2025 will cover: a review of what has been done over the last year; council plans and budget for 2025; the pavement survey to gather evidence of the impact on residents; the review of local government and the effect this could have on parish councils.
- 25-182 **Neighbourhood Plan:** discussions with the Urban Vision consultant, Hannah Barter, confirmed that the Neighbourhood Plan will need to reflect the revised housing figures in the NPPF. The urgency of the work will need the clerk to dedicate time to the production of the final draft of the Neighbourhood Plan over the next three months.

- 25-183 Local concern has been raised about the number of planning applications to build solar panel farms in Staffordshire. Stowe-by-Chartley Parish Council are to host a meeting to raise awareness and agree how to respond to such applications.
- 25-184 **Resolution:** It was resolved that Cllr Hughes attend the meeting being held by Stow-by-Chartley Parish Council.
- 25-185 **Updates from Parish Councillors:** Cllr Parkin provided an update from the last Community Impact & Engagement Team meeting. Plans are still on track to have the MOD camp return to its core duties by the end of June, 2025.
- 25-186 **Planning – to consider any planning applications in the parish:** none
- 25-187 **Forward Plan and Events Calendar:** attached at appendix 3 was noted.
- 25-188 **Date and time of next meeting - 9 June. 2025**



Signed  
Chairperson of the Parish Council  
Date: 9 June, 2025

Meeting closed 9.05pm