



YARNFIELD AND COLD MEECE PARISH COUNCIL
PARISH COUNCIL MEETING
MINUTES
12 January, 2026
Yarnfield Village Hall

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, Cllr Roy James (SBC)

Members of the public at the meeting: 2

- 26-1 **Apologies for Absence:** Cllr Sean Bagguley (Staffordshire County Council)
- 26-2 **Declaration of Interest:** none
- 26-3 **Public Question Time:** none
- 26-4 **Reports from Borough and County Councillors:**
- i. Cllr James:
 - Planning committee meetings have been cancelled until February as there are no applications that need to be considered by the committee.
 - The vacancies in the planning enforcement team are being filled.
 - Cllr James was asked to provide an update on why the changes have been made to the planning processes at the borough council.
- 26-5 **Minutes of the meeting held on 8 December, 2025:** the minutes of the meeting were considered and approval given for the minutes to be signed.
- 26-6 **Parish Action Tracker:** the updated Action Tracker, attached at Appendix 1, was considered and approved.
- 26-7 **Police camera van:**
- i. Yarnfield Lane (30mph section) and Meece Road: the data indicates good compliance with the 30mph limit on Yarnfield Lane and the 40mph limit on Meece Road. These locations do not currently meet the criteria for mobile speed enforcement.
 - ii. Yarnfield Lane (40mph section) and Swynnerton Road: the data shows poor compliance with the 40mph speed limit at both locations. These locations meet the criteria for mobile speed enforcement, and an assessment will be undertaken to identify suitable sites to place the camera van.
- 26-8 **Village Green tree survey report:** Stafford Borough Council has now provided a copy of the tree survey for the village green. This shows;
- i. 152 Trees surveyed
 - ii. 78 trees requiring some form of action
 - iii. 2 trees need to be felled
 - The Willow on the south Green (done)
 - The Cracked Willow on the Middle green

- 26-9 A meeting has been requested to establish when the work will be carried out.
- 26-10 **Meeting with Staffordshire County Council Highways:** discussion on this item deferred to the February 2026 Parish Council meeting.
- 26-11 **Budget & Precept 2026/27:** The budget attached at Appendix 2 reflects the financial demands on the council and the delivery of the special projects in 2026 – 2027.
- 26-12 One proposal, not included in the list of 2026 special projects, to form a safe all weather footpath linking Cold Meece and Yarnfield was discussed and a recommendation made to add this to the Council’s Action Tracker as a future project.
- 26-13 The proposed precept will enable the council to meet the financial demands of running the service and delivering the special projects identified by the community. The 2026 budget will result in an increase of 15.8% on the previous year’s precept. This amount will result in an annual increase in council tax of £5.62 for Band D properties.
- 26-14 The councillors, while recognising the proposed budget will result in a significant increase in the precept for 2026, felt that it was important to deliver projects identified by the community.
- 26-15 **Resolution:** It was resolved that:
- i. The 2025/26 budget, as set out in Appendix 2, is approved.
 - ii. The clerk writes to Stafford Borough Council to confirm the parish council’s precept for the next financial year.
- 26-16 Parish Clerk’s report**
- i. The Quarter 3 review of budget attached at Appendix 3 was noted.
 - ii. The schedule of payments and transfers, attached at Appendix 4, were presented to the meeting.
 - iii. Schedule of payment since the last meeting = £2,850.09
 - iv. Schedule of account transfers since the last meeting = £2,000.00
 - v. The reconciled general account balance after deposits, payments and transfers have been made = £1,065.72.
- 26-17 A payment to Trent Ground Maintenance of £830.27 was made in December, 2025 but was wrongly omitted from the schedule of payments for that month.
- 26-18 **Resolution:** That the schedule of payments and transfers attached at Appendix 4 were approved.
- 26-19 **Update on Actions:**
- i. Following a resident’s request agreement has been reached with Stafford Borough Council to install a litter bin on Ford Drive.
 - ii. Glyphosate weed killer: Trent Ground Maintenance has confirmed the weed killer used on the paths on the village green is a Glyphosate based weed killer. This information has been shared with the family who raised the question in December, and arrangements will be made to let the family know when the next treatment is scheduled to take place.
- 26-20 **Playground Project:** the post installation inspection report undertaken by the Play Inspection Company on behalf of the Parish council identified defects that need to be resolved, including the poor installation of the rubber safety matting under the activity trail.

- 26-21 A copy of the report has been passed to the contractor and a meeting requested to discuss when the outstanding issues will be fixed.
- 26-22 **Resolution:** It was resolved that:
- i. Approval of the payment to Kompan is delegated to the Playground Working Group who will approve payment only when the outstanding items of repair have been completed.
 - ii. In the event the remedial work on the rubber matting is delayed an amount equal to 10% of the invoice price be held back until such time as the work is completed to the satisfaction of the Parish Council.
 - iii. The recommendation in the post installation inspection report about Yarnfield Brook is followed up with the Royal Life Saving Society.
 - iv. Money from the reserve account amounting to £9,581.99 is used to cover the cost of the VAT payment to Kompan Ltd.
- 26-23 **Ford Drive Defibrillator:** the draft agreement to site a defibrillator on Ford Drive, prepared by Stafford Borough Council, includes a charge of £515 for the preparation of the agreement.
- 26-24 The cost of the defibrillator and its installation is being paid for from donations from the community and fundraising events. The imposition of a £515 fee to cover legal costs is neither appropriate nor is it in the spirit of what will be delivered by the scheme.
- 26-25 Sufficient money has been raised to pay for the project alone, and any further cost will delay the installation of the defibrillator until further fundraising events are undertaken.
- 26-26 **Resolution:** it was resolved that an email is sent to the Head of Law and Administration asking that he agree to the removal of the clause from the licence agreement.
- 26-27 **Neighbourhood Plan:** the latest draft Neighbourhood Plan reflect the changes to the National Planning Policy Framework and the decision of the Borough Council to abandon the review of the Local Plan for Stafford.
- 26-28 **Resolution:** It was resolved that the latest draft of the Neighbourhood Plan is sent to the Forward Planning Team at Stafford Borough Council.
- 26-29 **Updates from Parish Councillors:** Cllr Whitfield asked that time is given to developing the Parish Council's response to how it can support work to develop resilient communities in the parish.
- 26-30 **Forward Plan and Events Calendar:** the plan attached at Appendix 5 was noted.
- 26-31 **Planning: to consider any planning applications in the parish:** Nil
- 26-32 **Date and time of next meeting:** Monday 9 February, 2026

Signed:



Chairperson of the Parish Council

Date: Monday 9 February, 2026

Meeting closed: 9:30pm