



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

9 March, 2026

Yarnfield Village Hall

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

Also in attendance: John Fraser, Parish Clerk

Members of the public at the meeting: 4

- 26-64 **Apologies for Absence:** Cllr Stella Hughes, Cllr Kirsty Treen, Cllr Roy James (SBC), Cllr Sean Bagguley (SCC),
- 26-65 **Declaration of Interest:** none
- 26-66 **Public Question Time:** Residents have again complained about the lack of action by Severn Trent Water Company to resolve the problem of sewage discharging from a manhole near to the junction of Highlows Lane and Yarnfield Lane during periods of heavy rain.
- 26-67 **Resolution:** It was resolved that a formal complaint is lodged with Severn Trent Water Company over the lack of progress to deal with this issue and the failure to respond to requests from the Parish Council for updates.
- 26-68 **Reports from Borough and County Councillors:** None received.
- 26-69 **Minutes of the meeting held on 9 February, 2026:** The minutes of the meeting were considered and approval given for the minutes to be signed.
- 26-70 **Parish Action Tracker:** The updated Action Tracker, attached at Appendix 1, was considered and approved.
- 26-71 **Resolution:** It was resolved that:
- i. 25-381 - has been completed and can be removed from the Action Tracker.
 - ii. 25-406 - a plan of action is prepared to be included in the 2026 work programme.
- 26-64 **Local Government Reorganisation Consultation:** A report, attached at Appendix 2, on the consultation for reorganisation in Staffordshire, setting out the details of the 5 options and a draft consultation response was received.
- 26-65 **Resolution:** It was resolved that:
- iii. The Parish Council supports the proposal put forward by Staffordshire County Council which would result in two unitary authorities being created;
 - iv. A response to the consultation is sent to the Ministry of Housing, Communities and Local Government. [Appendix 3]
 - v. The clerk contacts the elections officer at Stafford Borough Council to seek advice on the fees that may be levied in 2027 for a contested parish election.
- 26-66 **TRO Consultation – Yarnfield Parkway:** The Parish Council’s response to the Traffic Regulation Order consultation identified the need to add 20mph speed limit

roundels on the approach to Springfield First School, Yarnfield Parkway and Brookvale Drive.

26-67 Staffordshire County Council Highways has confirmed this work can be incorporated into the TRO work with an estimated cost of £500.

26-68 **Resolution:** It was resolved that the cost of this work be allocated to the Parish Council's Special Projects budget, SP7 CSW project - Yarnfield Park .

26-69 **Parish Clerk's report:**

- i. Schedule of payment received for approval = £1,269.19
- ii. The annual insurance premium of £832.88, payable to Clear Councils, is added to the schedule of payments,
- iii. Schedule of account transfers required = £1,000.00
- iv. The reconciled general account balance after deposits, payments and transfers = £153.51.

26-70 **Resolution:** It was resolved that:

- i. The annual payment to Clear Council is approved.
- ii. The schedule of payments and transfers attached at Appendix 4, amended to include the Clear Council payment, was approved.

26-71 **Update on Actions:**

- i. The £2,500 grant application to the GEM Road Safety Charity to part fund the dropped kerb project has been declined.
- ii. The two trees donated by the Sakura Cherry Tree Project have been planted.
- iii. The replacement rose bushes have been planted in the Memorial Rose Garden.
- iv. The Royal Life Saving Society has quoted £1,630 plus VAT to provide advice on water safety by the Greenside Playground.

26-72 **Resolution:** It was resolved that an email be sent to the Royal Life Saving Society to decline their offer and that a report be presented at a future meeting setting out options for work to improve the water safety by the Greenside Playground.

26-73 **Ford Drive Defibrillator:** Stafford Borough Council has confirmed the proposed fee for drafting the agreement is to be waived.

26-74 **Resolution:** It was resolved that the parish clerk signs the agreement with Stafford Borough Council for the use of the land on Ford Drive and that orders previously approved at resolution 25-342 and 25-384 are issued.

26-75 **Annual Governance and Accountability Return 2025/26 - Assertion 10:** A report setting out how the Parish Council will meet the standards required by the new AGAR Assertion 10 was received. [Appendix 5]

26-76 **Resolution:** It was resolved that:

- i. The Information Technology Policy [Appendix 5A] was approved;
- ii. The review of the Data Protection Policy [Appendix 5B], Public Privacy Notice [Appendix 5C] and the Data Retention and Disposal Policy [Appendix 5D] were approved.
- iii. A monitoring sheet to be signed by the councillors is to be prepared to accompany each of the documents.

- iv. A report is brought to a future meeting setting out the Parish Council’s approach to social media and AI.
- v. Training opportunities are offered to the councillors and clerk on data protection and also the use of AI.

26-77 **Neighbourhood Plan:** The draft neighbourhood plan reflects 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.

26-78 The Planning Policy Manager at the Borough Council has recommended that the Parish Council suspend work on the neighbourhood plan until such time as the Borough Council has at least reached the Gateway 2 stage of the new local plan review, which won’t be reached until December 2026 at the earliest.

26-79 **Resolution:** It was resolved that:

- i. The draft Neighbourhood Plan [26-01YCM-PC-NP] is sent to the Local Planning Authority (LPA) for screening in preparation for the Regulation 14 consultation.
- ii. That plans are prepared to start Regulation 14 screening, subject to any adjustments to the plan asked for by the LPA.

26-80 **Updates from Parish Councillors:** Nil

26-81 **Forward Plan and Events Calendar:** The plan attached at Appendix 6 was noted.

26-82 **Planning: To consider any planning applications in the parish**

Reference:	25/41399/FUL
Address:	Euro House, Cold Meece Road, Cold Meece
Proposal:	Construction of warehouse
Reference:	26/41664/HOU
Address:	Whiteoaks, Yarnfield Lane, Yarnfield
Proposal:	Single storey rear extension, flat roof canopy to the front entrance, external alterations consisting of rendering of existing dwelling

26-83 **Resolution:** It was resolved that a “no comment” response be sent to the Local Planning Authority for application 25/41399/FUL and 26/41664/HOU.

26-84 **Date and time of next meeting:** Monday 13, April 2026

Signed:



Chairperson of the Parish Council

Date: Monday 13 April, 2026

Meeting closed: 8.40pm