

TRYSULL & SEISDON PARISH COUNCIL

Minutes of Seisdon and Trysull Parish Council, full parish council meeting held on the 12th of July 2023 in Trysull Village Hall

Present: Cllr A Higley-Smith, Cllr J Johns, Cllr C Smith, Cllr J Roobottom, Cllr M Smith and District Cllr V Wilson.

In Attendance: Mrs C Martin (Parish Clerk).

Two PCSO's were present to engage with the councillors.

29/23 Apologies and declaration of interests and dispensations.

Apologies have been received from Cllr M Kelly.

The Chairman declared a pecuniary interest in agenda item 33/23 b.

30/23 Open Forum

The Holloway – A member of the public reported concerns regarding flooding on the roads as a fellow resident has been assisting to drain the roads due to concerns with the road flooding. Cllr Wilson advised that the council prioritises the flooding on residential areas, but she will raise it with highways again to highlight the issue.

31/23 Minutes

The council reviewed the minutes. Cllr Johns proposed to accept the minutes as a true record of the meeting held on the 14th of June 2023. The motion was seconded by Cllr Roobottom and agreed unanimously by the council.

32/23 Planning

- a. To decide on/ratify comments re Planning Applications received since last meeting/planning meeting.
23/00382/LBC, 23/00381/FUL, 23/00580/FULHH – The Council reviewed the planning applications all relating to the Manor House Seisdon. The council has no comments on the planning applications at present.
23/00491/FUL – The council reviewed the planning application. The council has no comment on this application at present.
- b. To review and comment on planning log.
- c. Update on any current enforcement action.

33/23 Finance

- a. To review and approve the schedule of payments (now to include August recess payments).
The council reviewed the revised schedule of payments provided. Cllr Johns proposed to accept the schedule of payments, this was seconded by Cllr Smith and agreed unanimously by the council. The schedule of payments are as follows;

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Clerk's Salary (Jul)	£ 466.40
Ditton's Services (4/12)	£ 839.47
Parish Magazine Printing	£ 165.00
Internal Audit Fee	£ 35.00
Parkes & Co. Payroll Accountants	£ 294.00
PAYE (Month 2)	£ 116.60
PAYE (Month 3)	£ 116.60
BHIB Council Insurance	£ 602.32
Lealans / Bridgenorth Garden Centre / TFM	£ 131.84
Installation of Parish Notice Board	£ 175.00
Summer Fete Flyer Printing	£ 153.00
Field Inspections (Jun/Jul)	£ 96.00
B & M Fete Sundries	£ 37.47
Flagpole Cleaning	£ 20.00
Clerk's Salary (Aug)	£ 466.40
Ditton Services (5/12)	£ 839.47
Parish Magazine Printing	£ 165.00
PAYE (Month 4)	£ 116.60
South Staffs Election Costs	£ 140.00
South Staffs Verge Maintenance	£ 24.34
Euroloo (Fete)	£ 378.00

- b. To consider 'Highfield' as new payroll accountants and to fix service fee at same rate previous accountants i.e. £245 plus Vat per annum. This will include Auto-enrolment compliance requirements.

Cllr Hingley-Smith refrained from this discussion having declared a pecuniary interest in this item. Proposed by Cllr Robottom proposed to use Highfield as the new payroll accounts. The motion was seconded by Cllr Smith and agreed unanimously by the council.

34/23 Correspondence

The clerk has sent all correspondence to the council via email to the councillors.

The clerk read the police report received to the council, this included all crimes in the parish.

35/23 Highway Matters

- a. Highway Safety/Reporting
Cllr Smith reported the signs on the pinch point on Fissel Road have become overgrown and although the issue has been reported a response has not yet been received.
- b. Community Speed Watch update / recent activity reports
Cllr Johns reported that 4 sessions of community speed watch have been carried out in 4 ex 6 locations, they were successful, and the volunteers have been doing very well. An article will be written to be included in the parish magazine.
- c. Highway maintenance – to report any issues.
No concerns were raised.
- d. Signs – to report any damage or concerns relating to signs.
No concerns were raised.

36/23 Parish Matters

- a. Parish Maintenance – Issues noted:

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Flooding issues were raised in Ebstree and the Holloway, issues on post office road reported by Cllr Smith regarding debris and mud is blocking the side of the road as it needs to be actioned, Cllr Victoria has said that she will report this as an issue.

- b. Defibrillator – to receive a verbal update.
Cllr Johns has been unable to get in contact and will update the council with more information when possible.
- c. Community Car Park – to receive a verbal update.
No progress has been made at present.
- d. Sensory Garden – to receive update.
Cllr Smith updated the council on the outline design and distributed the design boards that are being used as a brief for the community garden. A meeting with A. Aston of District had been arranged.
Need sponsorship/grant funding for the project.
- e. Licence – Housing Plus Land / Parish Notice Board. Agreement to a draft to be considered.
Cllr Hingley-Smith updated the council that he had negotiated a licence to allow the notice board to be placed on third party land. Cllr Hingley-Smith was granted permission to ratify the licence if there is progress before the next meeting.
- f. Parish Online – Parish mapping
No update at present.
- g. Verge maintenance
The verge maintenance has been going well, the planters are flowering well and the council has received positive feedback.
- h. Summer Fete update.
A photograph has been taken for the Shropshire star and the express and star, the fire brigade have confirmed that they will be attending. Prizes has been made ready; toilets are arriving on Friday before the date. Cllr Day updated the council on what to expect on the day and what programmes etc. are to include.
Cllr Hingley-Smith requested that all cost invoices should be rendered as soon as possible in order for any re-imburements / direct supplier payments to be made by the Parish Council.
- i. Purchase of Parish equipment.
The councillors reviewed the prices of a strimmer to be purchased as a council asset. The clerk updated that a draft risk assessment has been produced to ensure that the council has considered the risks associated with the use of the strimmer. Cllr Robottom proposed to purchase a strimmer in the price of circa £150 -£200 plus VAT. This was seconded by Cllr Smith and agreed unanimously by the council.
Cllr C. Smith raised the potential hiring of a road sweeper, however with the current issues regarding flooding it could be an issue. The council is to investigate the route and possible areas to bring a proposal for council at a future date.

37/23 District/County Councillor Report

Cllr Wilson reported that she has received further complaints regarding Woodford House, investigations have been made regarding this matter and no further actions have been deemed necessary as the result of the investigation. Cllr Wilson also updated that in regard to Woodford Lane there was no response regarding the caravan, but she will keep the council up to date. Cllr Wilson reported that there had been a complaint regarding a reported firework event on Post-Office Lane, this has not been found to be factual.

38/23 Co-Option

Cllr Hingley-Smith reported that Mr Will Blackburn has expressed an interest in an ordinary vacancy that is currently open. Cllr Hingley-Smith proposed to co-opt Mr Blackburn, this was seconded by Cllr

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Roobottom and agreed unanimously by the council. Mr. Blackburn to take up office at the next meeting on 13th September 2023.

39/23 To confirm the date of the next Parish Meeting

The council noted that the date of the next parish council meeting is Wednesday 13th September 2023 at 7.00 p.m.

Meeting closed at 20.20.

A. King
Chairman 13/9/23.