

MAYFIELD PARISH COUNCIL

Minutes of the meeting of Mayfield Parish Council held on Tuesday 13 June, 2023 at Mayfield Memorial Hall, Mayfield at 7pm.

Present at the meeting were:

Councillors M Cotton, G Harrison, C Keeling, V Murfin, K Russell, D Turner, L Watkin, N Wakefield (acting clerk), G Woodhouse

Members of the public present, along with borough councillors, Cllr Laura Beech and Cllr Steve Sankey.

1: Chair's welcome

2: Apologies: none

3: Public session:

Resident – Question regarding the changing of lock codes on gateway to playing fields, which is now a designated landing site for Air Ambulance

Resident- The SIDS near Ashlea Drive appear to be working well. Motorists are breaking on approach and this has been noticed while walking and driving

Resident – Five landowners had been approached regarding possible sites for allotments. Paul Harrison had suggested the question be asked again in two years' time.

Resident – Flooding along Calwich Road below Tollgate Cottage – can we ask highways if there is anything that can be done to alleviate this?

Resident – Rose & Crown bend has been a problem for years. Could a filter/priority system work? Could we approach highways to ask the question?

Resident – Has there been any planning update on Wallash Farm?

4: Declarations of interests None declared.

5: Approval of minutes

Approved – Proposed: Cllr Turner, Seconded: Cllr Woodhouse

6: Matters arising from May meeting

- a) Traffic issues/ siting of SIDS – *More information required – council to liaise with Community Speedwatch team to find out if the SIDS can be moved to different locations around the village, also is there any data on how effective they have been so far. Concerns raised over gateway on Swinscoe Hill and whether a 'Welcome to Mayfield' sign may be appropriate.*
- b) MPC three-year-plan – *Much of current three-year plan aligns with aims of the new parish council. Concerns raised over not every house in the village receiving a copy of*

the survey the plan was based upon. However, response rate of 100+ out of 610 houses thought to be largely representative. Chair suggested the PC must look for funding opportunities beyond the precept to achieve some of the goals in the plan

- c) Allocation of grants – *The usual funding cycle for MPC is grant allocations in April and October, which would allow time for finances to be set in order. Cllr Cotton suggested provision be made for urgent/time sensitive grant applications. Cllr Beech (ESBC) also pointed out that borough councillors have Community Funds that are to be allocated to community projects.*

7: Finance, administration and maintenance

The Chair gave an overview of the PC's current financial status

- a) Current financial statement – *remains the same as at May meeting due to handover of banking arrangements*
- b) Approval and payment of invoices – *one invoice outstanding for room hire, to be paid once bank account access is complete*
- c) Update on precept – *Precept has been submitted and acknowledged. Monies will be paid into MPC account once banking handover complete*
- d) Update on banking handover – *Incorrect forms had initially been provided. Correct forms have since been obtained and signatories to be decided.*

8: Review of Standing Orders and Financial Regulations

The Chair gave an overview of Standing Orders and Financial Regulations, explaining that they covered items including conduct during meetings and relation to Nolan Principles.

Copies of both documents to be circulated to all councillors and a review process to be agreed. Chair to take advice on what variations may be applicable where indicated within the current documents.

It was RESOLVED that all standing orders and financial regulations be accepted as-is.

It was RESOLVED that a schedule of regular review be implemented to consider any potential changes in the future and to ensure councillors receive regular reminders of Standing Orders and Financial Regulations.

Proposed: Cllr Cotton, Seconded: Cllr Russell

9: Mayfield Parish Council website

It was RESOLVED that the Chair will investigate costs of minor overhaul of website and bring report back to next meeting.

Proposed: Cllr Cotton, Seconded: Cllr Watkin

10: Marker in Memory of John 'Jack' Mansfield

Cllr Watkin had received correspondence from the family of Mr Mansfield, who was resident in Mayfield when he became Britain's Oldest Man in 2016.

It was RESOLVED that parish council will assist family in creating a memorial marker for Mr Mansfield.

It was RESOLVED that Cllr Watkin would liaise with the family regarding any specific requests.

Proposed: Cllr Turner, Seconded: Cllr Cotton

11: Potholes

It was RESOLVED that councillors gather further information about pothole issues around the village, with information to be shared with the acting-clerk and potholes reported to Staffordshire County Council.

It was RESOLVED that a priority list of potholes requiring urgent repair would be assembled and shared with Cllr Philip Atkin (Staffordshire County Council).

Proposed: Cllr Turner, Seconded: Cllr Woodhouse

12: Staff pay

It was RESOLVED that Cllr Wakefield liaise with Jarad Clarke and his family regarding pay and would return with a report to be given under 'confidential items' at the meeting in July.

Proposed: Cllr Turner, Seconded: Cllr Russell

13: Village maintenance

Suggestions included tidying verges, encouraging residents to volunteer to tidy areas around their homes, or to offer space in their brown bin for cuttings/weeds gathered by volunteers. Concerns were raised about spraying and about footpath access including issues with barriers and overgrown hedges.

It was RESOLVED that members liaise with MRA with a view to replacing the noticeboard at the MRA with the noticeboard previously erected outside the shop.

It was RESOLVED that Cllrs Cotton, Harrison, Keeling, Russell, Turner and Woodhouse form a working party to begin voluntary village maintenance work and assess jobs to be completed around the village.

It was RESOLVED that the council request assistance from Cllr Sankey (ESBC) in sourcing a map or similar defining ownership of public spaces around the village.

Proposed: Cllr Cotton, Seconded: Cllr Russell

14: Rodents sightings in village

Cllr Watkin reported that rats had been sighted in residential areas of the village including The Crescent, Mayfield Avenue and near the playing fields. It was also reported that food had

been left on the green on Sycamore Drive, which could be a factor in attracting rodents into that area. Drains in that area had also been noted to look full of water, even during the recent hot, dry spell.

It was RESOLVED that the PC share advice on deterring rodents from British Pest Control Association with residents via social media.

It was RESOLVED that the PC would report the matter to the environmental health team at ESBC.

Proposed: Cllr Turner, Seconded: Cllr Watkin

15: Planning notifications

Members were asked to consider an application for a single storey rear extension at 46, Mayfield Avenue.

It was RESOLVED that the acting clerk would contact ESBC planning department and advise that the PC had no objections.

Proposed: Cllr Harrison, Seconded: Cllr Murfin

16: Matters arising from Public Participation

Councillors and members of the public were advised that this part of the agenda did not allow discussion of issues raised, but provided an opportunity for the council to acknowledge the issues and outline potential next steps.

Locked gate/Air Ambulance – The Chair volunteered to liaise with the Resident and the MRA after the meeting.

SIDS – discussed under agenda item **6 a)**

Allotments – More information required, Cllr Cotton volunteered to find out more

Highways issues re: flooding near Tollgate Cottage and bend at Rose & Crown – Cllr Russell volunteered to contact highways

Wallash Farm – Cllr Wakefield volunteered to contact ESBC and request an update

Meeting closed: 8.33pm