

BLITHFIELD PARISH COUNCIL

Minutes of the Ordinary General Meeting held on 15 January 2026 at Admaston Village Hall at 7pm

Present: Cllr Peter Atkins (chairman), Cllr Anthony Vernon (vice chairman), Cllr Kevin Massey, Cllr Jon Wood, Cllr Stan Hulme, Mrs Fiona Shipley (clerk)

From the Parish: Mr Paul Riley, Mr John Hyde

The Chairman welcomed everyone to the meeting and thanked them and wished them a happy new year.

26.01.01 Apologies: for Absence: Cllr Gary Hales (SC), Cllr Bev George (ESBC), Cllr V Gould (ESBC), Cllr J Jones (ESBC)

26.01.02 Minutes of the Ordinary Meeting and the Annual Meeting held on 06.11.2025 were circulated to the councillors in advance and signed by the vice chairman.

26.01.03 To receive declarations of interest by members in respect of items on the agenda. There were none.

26.01.04 Matters Arising from the Minutes There were no matters arising from the minutes.

26.01.05 Clerk Update

a) Lloyds Bank – Continued issues getting the mandate approved to add and remove signatories from the parish council accounts. It is hoped that these issues will be overcome shortly. Surprising discrepancies have arisen as to who is and is not a listed signatory on the parish bank accounts.

b) Councillors must have a '@blithfieldparishcouncil.gov.uk' email address for parish council business by 31.03.2026. Cllr Wood has kindly agreed to support any parish councillor who needs help setting the new email addresses up on personal devices. The clerk has the individual email addresses set up ready for use. The target is for all councillors to be using a gov.uk email address by the next meeting in time for the deadline at the end of March.

c) Assertion 10, introduced in the 2025 edition of NALC Practitioners' Guide, mandate parish and town councils in the UK to ensure digital and data compliance, including proper email management, website accessibility and an IT policy. Cllr J Wood and the clerk are working on an IT policy which will be put before the Parish Council at the next meeting for approval.

d) Received an estimate for the necessary upgrades to website by JKE Web Design of £35.00/hour plus VAT for 2 hours work. This was approved and the clerk will action.

d) B5013 steering group meeting organised by Needwood Ward SCC Cllr Catherine Brown, next meeting 9 January 2026 at 2pm. The meeting was cancelled due to bad weather, no new date has been made. It is likely new data will be collected during summer 2026 to support any decisions on traffic calming.

e) SPCA AGM and conference held on 24 November 2025 at 10am in Uttoxeter Town Hall. Clerk and Cllr Wood attended. The clerk reported that this new format was a very useful and interesting event.

f) ESBC have an updated planning hub.

h) The SPCC subscription will be £150 from April 2026, this is an increase of £55. The increase is due to better service from SPCA and also the forthcoming changes to local government which will effect funding received from SCC. The clerk reported that she would no longer be a member of SLCC (subscription £90) as SPCA now seemed to be able to give her the support she needed.

26.01.06 Public Participation.

26.01.07 Upgrade of Broadband in the Parish The proposed target for completion remains 31 March 2026, and work is continuing.

26.01.08 To receive oral reports from the Borough and County Councillors. Cllr Hales (SCC) has sent notification that following correspondence from a resident, the flooding on the B5013 towards Rugeley is to be rectified. Following the recent cold weather, the grit bins have been refilled.

26.01.09 To receive Chairman's report – The chairman expressed a concern that country lanes in our parish and nationally had a speed limit of 60 mph. Given the width, the amount and size of traffic, this was often not an appropriate or safe speed with danger to pedestrians, cyclists, horseriders and other vehicular road users. He is going to research temporary signage and other possibilities to ease this issue.

26.01.10 Police and Crime – more information can be found at <https://www.staffordshire.police.uk/>

Needwood Ward 69 crimes reported in September, 58 crimes reported in October

The position of Police and Crime Commissioner will be abolished in May 2028 nationally.

A consultation is taking place into PCSO's shift patterns.

26.01.11 Speeding Cars and Motorbikes. See item 26.01.05 (d)

25.01.12 Village gateway signs Cllr Hales has notified the clerk that at a recent DHP meeting It was agreed that the sign at Admaston would be lowered but an additional sign, such as "please drive carefully," would not be installed, at least during the consultation period of the B5013 Steering Group.

SCC would arrange and fund the necessary licences and permits for the installation of village gateways should the Parish wish to take this forward, but not the signs themselves. The clerk has received some information regarding possible contractors, just before this meeting and will attempt to get some costings together for the next meeting so that the parish council can consider a way forward. The parish council expressed some disappointment that almost a year has passed, before we have had a clear cut decision and helpful information regarding this project from SCC.

26.01.13 Red Telephone Boxes Further refurbishment work to be carried out on the Newton telephone box in summer 2026.

26.01.14 Admaston Village Hall update. The chairman of Admaston village hall committee reported that there was a problem with a leak in the roof, which would be costly to repair. There was a long standing issue with cluster flies and they hoped that they may get a grant towards tackling these issues from ESBC.

There is a Valentines quiz on 14 February 2026.

The clerk will add village hall event dates to the next parish newsletter and also an advert for a village hall cleaner.

25.11.15 Planning

a) New

b) Pending

c) Decisions

P/2025/00098 Erection of a part two, part single storey side and rear extension, including Dormer windows to front and rear, and erection of Porch. Location: Rose Cottage, Steenwood Lane, Admaston, Staffordshire, WS15 3NG Grid Ref: 405111 323168 PERMITS

P/2025/00598 Remove to ground level one Pine tree (T1)
Location: Orchard House, The Old Rectory, Blithfield Church Road, Admaston, Staffordshire, WS15 3NL Grid Ref: 404168 323992 NO OBJECTION

P/2025/00349 Conversion of one dwelling house to form two dwelling houses with associated internal alterations Location: The Hayloft, Stansley Wood Court, Newton Hurst Lane, Dapple Heath, Staffordshire, WS15 3PH Grid Ref: 405369 324789 PERMITS

P/2024/00696 Construction of a solar farm comprising ground mounted photovoltaicsolar arrays and associated infrastructure and landscaping Location: Land at Newton Farm, Lea Lane, Newton, Staffordshire, WS15 3NP Grid Ref: 403822 325257 PERMITS

26.01.16 Highways

a) School Lane, Admaston – replacement of verge posts – notified that SCC are checking their stock of posts with their stores department. Scheduled resurfacing has still not taken place.

b) Newton Lane – Ditches, potholes, excess of water, between Newton and Dapple Heath – work will be carried out when resources allow. Work scheduled 26 January 2026, some patching has taken place.

26.01.17 Lengthsman – attempts have been made to clear channels for the water to run off Manor Lane into the road side ditches.

26.01.18 Finance

a) Paid Out

PAID OUT Ref/Cheque	Item	Amount
Chq 622 02.11.2025	SPCA Councillor Training	£48.00
Chq 623 02.11.2025	RBL – charity donation	£100.00
Chq 624 02.11.2025	St Giles Hospice – charity donation	£100.00
Chq 625 02.11.2025	Douglas Macmillan Childrens Hospice charity donation	£100.00
Chq 626 02.11.2025	Katharine House Hospice – charity donation	£100.00
Chq 627 02.11.2025	Midlands Air Ambulance – charity donation	£100.00
Chq 628 02.11.2025	Rugeley First Responders	£100.00
Chq 629 02.11.2025	British Heart Foundation	£100.00
Chq 630 02.11.2025	Fiona Shipley – clerks expenses inc defib pads and back pay	339.00
DD 14.11.2025	Information Commission	£47.00
18.11.2025	Bank charges	£4.25
SO/8	Fiona Shipley clerks salary	£257.58
SO/9	Fiona Shipley clerks salary	£257.58
PAID IN		
09.10.2025	Lloyds Bank interest	£2.53
09.11.2025	Lloyds Bank interest	£2.70
09.12.2025	Lloyds Bank interest	£2.44
A/c Balance 29.12.2025	A/C 575 £5129.13	A/C 054 £3501.90

b) Charity donations – It was decided that donations to the Royal British Legion and the British Heart Foundation would not be made this year to remain in line with sec 137 of the Local Government Act. The budget would include £200 for charitable donations which could be donated at the discretion of the councillors to benefit local people/ person or organisations

c) The budget for 2026 – 2027 was approved. The precept for the year 01.04.2026 – 31.03.2027 was agreed and set at £7031 - ESBC grant of £54 = £6977.00. This is an 11.17% increase on the previous year making the parish rate £49.52.

26.01.19 To discuss any other business including items for the next agenda

Cllr Jon Woods is assisting Paul Riley as the custodian of the defibrillators.

NALC have issued an award scheme and are encouraging parish council's to initially sign up to the bronze award.

26.01.20 Date of next meeting - 12.03.2026

The chairman thanked everyone for attending.

The meeting closed at 8.16 pm

Signed Chairman

Signed Clerk