

Minutes of the meeting of Stapleford Parish Council,
Held on
Thursday 19th June 2025
Stapleford Village Hall at 19:30

The meeting commenced with the following members present: Cllr J Oakins (Chairperson), Cllr M Randall, Cllr R Bewick, Cllr A Roe, Cllr A George

1. Apologies: none

In Attendance: Danielle Houghton (parish clerk)

2. Minutes of the meeting held on 29th of May: Signed as a true record.

3. Traffic Calming Measures: Cllr Bewick has made further additions to the draft letter regarding the speed along the road. There are additional points to be included from Stapleford Village. It is important to comment on the safety concerns for the school and the elderly residents living along the main road in Stapleford, as there are no pedestrian crossings, which poses a safety risk. The Clerk is to email the contact who installed the SIDS to inquire about the data collected from the speed awareness signs. Then the finalised letter should be sent to highways after Cllr Bewick completes it and copy in Cllr Crofton and MP Hinchcliff, with a separate email sent to MP Hinchcliff before the email is sent from Cllr Oakins.

4. Rat run off the main road in Waterford: The Clerk has emailed highways to request a site visit.

5. Waterford Village Hall: Nothing to report.

6. Stapleford Village Hall: Nothing to report.

7. Waterford Marsh: The top end of the Marsh has been trimmed, the pumps on the trough are working well. The tree survey needs to be planned for the upcoming year. Cllr Bewick to look into qualified arborists.

8. Stapleford Playing Field: The field needs to be strimmed around the planning equipment.

9. Parish Council Website: Nothing to report.

10. AGAR: The Clerk has provided a detailed report from the audit conducted in May. The AGAR has been signed by the Chairperson and is ready to be submitted before the deadline of 30th June.

11. Regulation Documentation Review: ICO, Data Protection, Standing Orders and Financial Regulations reviewed and signed off

12. Correspondence:

- Jane Robinson has been in contact with the Council to enquire about a memorial bench for her late brother
 - The Clerk is requested to kindly email examples of non-perishable benches, installed on a concrete base, to Jane. Please mention that the cost would need to be fully funded by her family.
- Armed Forces Day 2025 (23rd June)
- May crime report

13. Finance and accounts.

The council is asked to approve / note the following payments:

1. D Houghton Salary	£284.55
2. Stapleford Hall Hire	£17.00
3. Internal Audit Invoice	£200.36
4. Clear Councils Insurance	£667.80

Receipts**Balances**

Current Account – £19,409.81 as of the 19th June 2025

Accounts have been considered and reviewed at this meeting

5. Planning:

New Applications:

Decisions:

- 21 Clusterbolts Stapleford Hertfordshire

Informational:

Cllr Randall: There was a walk along the river with Nick Fox (Woodhall Estates Manager), with a discussion had regarding the future plans of the river.

Cllr Oakins: The trees on the river bank and ivy on the bus stop need cutting back.

Cllr George: Clerk to pick up a sim card and put £10 on for calls.

Date of next meeting: The Parish Council will meet on 17th July 2025 at Waterford Village Hall, at 7.30pm.