



Alton Parish Council

Minutes of the Meeting held on Wednesday 10th September 2025 at 7pm

Present: Councillor J. Shepherd (Chair), Councillor R. Wood, Councillor H. Kelsall, Councillor A. Dronzek.

Mr S.J. Burton (Clerk).

No members of the public.

Apologies: P. Gwinnett (Vice Chair), Councillor P. Ballard, Councillor N. Conway, Councillor E. Brindley, N. Moulton (SMDC), Councillor S. Beardmore (SCC).

Cllr J. Shepherd (Chair) declared the meeting open at 7pm.

133/25. Declarations of Interest.

- i. None.

134/25. Minutes of the meeting held on Wednesday 13th August 2025.

- i. The minutes of the above meeting were declared a true record proposed by Cllr Shepherd and seconded by Cllr Dronzek and agreed by all and were signed by the Chair and the clerk.

135/25. Matters arising.

- i. Cllr Beardmore was not present so the action regarding original reports from the clerk and Cllr Wood regarding why a broken stile were not showing on the SCC system is carried forward. (Minute 86/25 ii). **Action: Cllr Beardmore.**
- ii. Cllr Wood reported that the vehicle speed monitor (minute 124/25 ii) was removed because it was not working and has not been replaced due to the cost. The area where it was placed outside the post office is not somewhere vehicles can easily speed due to the road layout and nearby sharp bend.
- iii. The clerk reported that he has added items to the lengthsman/ground maintenance contract tightening up on dates for some work and adding a dispute resolution for poor or work not completed. This has now been passed to Cllr Gwinnett to work with Cllr Wood on a final draft for the council to approve (minute 123/25 ii).
- iv. Cllr Wood stated that he has reported to Mr Allen (SCC) regarding the faded road markings Tythe Barn junction Saltersford Lane. Mr Allen will inspect them. There is no date for completion.
- v. Cllrs Shepherd and Dronzek will attend to the painting of the bench and tarmac of the footpath in the cemetery (minute 125/25 ii). **Action: Cllrs Shepherd and Dronzek.**

136/25. Alton Towers.

- i. No update for this item.

137/25. Footpaths.

- i. Cllr Shepherd reported that footpath No 20 had been overgrown but that he has cleared it.
- ii. Footpath Alton 25 is overgrown but the owner has moved away. Cllr Shepherd knows a relative of the owner and he will approach them for a resolution. **Action: Cllr Shepherd.**



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- iii. Cllr Wood reported that some farmers in the Bradley area are planting crop and overgrowing footpaths. Cllr Wood has identified the farms and he proposed that the council write to the farms pointing out the issue, this was seconded by Cllr Shepherd and carried. **Action: Cllr Wood to provide details to the clerk who will write to the farmers on behalf of the council.**
- iv. Cllr Shepherd reported that footpath 28 has been diverted by a farm. **Action: Cllr Shepherd to provide details for the clerk to report the matter.**

138/25. Village Hall.

- i. A community café has been created at the village hall providing breakfast and lunch. This will commence on Thursday 11th September 2025.

139/25. Lengthsman.

- i. Nothing else for this item of business (see minute 135/25 iii).

140/25. Highways and Road Safety.

- i. Nothing for this item of business.

141/25. Parish Cemetery and St. Peter's Church Yard.

- i. Cllr Dronzek reported that he and Cllr shepherd have met with Mr Massey (Trees and Woodlands Officer SMDC) to discuss and receive advice on tree management in St. Peter's Church Yard. No trees will be felled but some will require work. Cllr Dronzek will draw up a plan for SMDC and then obtain quotes for the work. He will also advise the clergy at St. Peter's Church. **Action: Cllr Dronzek.**
- ii. Cllr Dronzek sated both cemeteries are in good order.

142/25. Planning and Licensing Applications.

- i. SMD/2025/0200. Appeal against planning refusal by Mr And Claire Randell Shrub Cottage Denstone Lane, Alton. This item for mention only as the council have already objected to SMDC.
- ii. SMD/2025/0386. Mr and Mrs Johnson, Granville, Limekiln Lane, Alton. Two storey extension to provide additional bedroom and to enlarge ground floor accommodation. **No objections.**

143/25. Planning decisions.

- i. SMD/2025/0318. 5, Town Head, Alton. Proposed new front porch, a two storey extension to the rear of the property replacing an existing single storey flat roof extension and a new garage. Planning Permission – Approved.
The planning decision was read out by Cllr Shepherd.

144/25. Section 106 funds for playing field and play area update.

- i. The clerk has submitted the quotes and recommendation to SMDC for work on the play area and awaits a reply.
- ii. The next meeting will be when three quotes have been obtained for the proposed mower and roller for the playing field and the same for fencing at the play area.



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145/25. Parish Council Updates.

- i. Round House maintenance: Cllr Shepherd will be weeding the roof of the Round House.
Action: Cllr Shepherd.

146/25. Correspondence requiring response.

- i. Tender documents re play area sent to SMDC decision awaited.

147/25. Correspondence for Information.

- i. 'In Touch' newsletter (circulated).
- ii. Devolution and local government reorganisation document (circulated).
- iii. Lengthsman work done photograph (circulated).
- iv. Town and Parish Networking Event (circulated).
- v. Temp road closure Cheadle Road, Threapwood (circulated).
- vi. Temp phone mast Alton Towers (Circulated).
- vii. Staffordshire County Council Local Government Reorganisation (LGR). Circulated.
- viii. Update on work with the Lengthsman from Cllr Gwinnett (circulated).
- ix. Showcase Your Local Walking Trails with Professional, Branded Leaflets (circulated).
- x. .gov.uk emails (circulated). The clerk explained that there is some momentum to encourage parish councils to have either a .gov.uk or .org.uk email addresses for the clerk and councillors. The main reasons are security and Data Protection. Some people share email addresses with family members and people could see council business that is restricted or confidential. The .gov.uk are presently free. **Action: The clerk to make further enquiries and report back.**

The clerk read out the correspondence.

148/25. Finance.

- i. Clerk salary £453.35
- ii. Buxus Green invoice August £724.27 (paid).
- iii. Interest income July £22.93.
- iv. Authorised payments were signed off by the Council.
- v. Current bank balances were signed off by the Council.

The finances were read out by the clerk. There were no items to vote on.

149/25. Cllr Kelsall announced that due to work and family commitments she would be resigning from the council with immediate effect. She was thanked by the councillors and clerk for the work she has done during her time on the council and wished well for the future.

There being no other business the meeting was closed by Councillor Shepherd at 7.25pm.

Signed..... Chairman Wednesday 8th October 2025

Signed..... Clerk



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