



Alton Parish Council

You are hereby summoned to attend a meeting of Alton Parish Council at the Village Hall, Hurstons Lane, Alton on Wednesday 13thth May 2026 at 7pm.

Mrs A Barker

Clerk to the Parish Council

Tel: 07961 546158

Members of the public and press are welcome to attend.

Agenda

1. Appointment of Chair/Vice-Chair

2. Open the meeting.

3. Apologies.

4. Declarations of Interest

Members are invited to declare any interests they may have, in any matter identified for discussion at the Meeting.

5. Minutes. Meeting held on Wednesday 8 April 2026.

6. Matters Arising/Action updates.

7. Alton Towers.

8. Footpaths.

9. Village Hall.

10. Lengthsman.

11. Highways and Road Safety.

12. Parish Cemetery and St Peter's Churchyard.

13. Planning and Licensing Applications.

- i. SMD 2026/0214. Mrs Susan Matthews, 5 The Hurstones, Hurstones Lane, Alton.
Replace existing conservatory with a single-storey modern rear extension, along



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with the removal of the front porch, and the construction of a minor side extension to the garage.

- j. SMD 2026/0211 Mr D Taylor Merlin Magic Making, Alton Towers, Farley Lane, Farley. Proposed Walk Through Attraction Building.

14. Planning Decisions.

- i. SMD/2025/0426. 1, High Street, Alton. Listed building consent to inspect and repair the professionally observed chimney and roofing faults, to expose and re-instate two original fireplaces as part of improvements to enhance the original features of the listed property, to re-instate an original stone staircase as part of improvements and to remove a redundant vent pipe from the rear of the property. Listed Building Permission – Approved.
- ii. SMD/2026/0103. 8 The Hawthorns, Tythe Barn, Alton. Proposed removal of existing conservatory and replacement sun-room extension. Permission approved.

15. Section 106 funds for playing field and play area update.

- i. Work on Play Area at Village Hall commenced week beginning 28 April 2026
- ii. Next Section 106 Group Meeting - 19 May 2026

16. Parish Council.

- i. Approval of Standing Orders and Financial Regulations
- ii. Staffordshire Playing Fields Association – (Membership £20 per annum)
- iii. Locality Meeting Update – Local Government Re-organisation
- iv. Representatives for Parish Assembly

17. Correspondence/Communications:

Requiring response:

- i. Enquiry from resident re: dangerous junction at top of New Road, Alton
- ii. Various communications re: placement of vase/re-inscription charge at cemetery
- iii. Request for new Ashes Interment
- iv. Engagement with Lengthsman and Grounds Maintenance Contractors
- v. Engagement with Section 106 Group – fixing next meeting and commencing understanding of current position of work/funding and future requirements
- vi. Exchanges re: Town Head Highways issues
- vii. Letter requesting inventory of gritting bins

For information only:

- i. Licensing List Applications - showing High Steet Road Closure for Beer Festival



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- ii. Opportunity to enrol for Data Protection Support
- iii. Funding Opportunities Information Details from High Peak/SMDC
- iv. Notice of Dementia Awareness Session – 22 April 2026
- v. Information re: local film screenings regarding threats to nature and climate
- vi. Details of New clerk monthly salary and projected PAYE amounts due
- vii. Details of “Staffy” – new local mascot for tourism – providing details of opportunities for advertising local events.
- viii. Invitations to Engagement Events for Locality Plans for Local Government Reorganisation

18. Finance:

- i. Annual Governance Statement for 2024/25 to be approved and signed.
- ii. Annual accounting statements for 2024/25 to be approved by the council and signed.
- iii. Clerk Hours for Section 106 work

Payments:

- iv. HMRC (quarter ended 05 April 2026) - £1,314.84
- v. Clerk Salary £639.12 (23 February 2026 – 31 March 2026)
- vi. SPCA £466.25 – Annual subscription for SPCA and NALC.
- vii. Village Hall £28 – April Hire
- viii. McAfee Security – Council Laptop - £39.99 for two-year subscription (£33.32 + VAT £6.67)
- ix. Microsoft Package for Council Laptop – annual subscription £138.24 (£115.20 + VAT £23.04)
- x. Clerk Expenses – Printer Ink £18.40 (£15.33 + VAT £3.07); Mail Box £21.99 (£18.32 + VAT £3.67); Mail Box Sign £12.48 (£10.40 + VAT £2.08)

Income:

- xi. Income - Uttoxeter Funeral Care £47.00
- xii. Interest income £37.93

Future Payments:

- xiii. Insurance – renewal quote from Zurich – due 01 June 2026 - £885.88

Final:

- xiv. Authorised payments to be signed off by the Council.
- xv. Current bank balances to be presented to the Council.

19. Close the meeting.