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Alton Parish Council

Minutes of the Meeting held on Wednesday 12th November 2025 at 7pm

Present: Councillor J. Shepherd (Chair), Councillor E. Brindley, Councillor R. Wood, Councillor A. Dronzek, Councillor N. Moulton (SMDC).

Mr S.J. Burton (Clerk).

One member of the public.

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

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

167/25. Declarations of Interest.

- i. None.

168/25. Minutes of the meeting held on Wednesday 8th October 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.

169/25. Action Updates.

- 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 Shepherd has laid tarmac on the footpath at the cemetery. Cllr Dronzek has not yet been able to attend to the painting of the bench due to the weather. Carried forward. (minute 125/25 ii). **Action: Cllr Dronzek.**
- iii. Cllr Shepherd reported that footpath 19 is now in order, it has been seeded and grassed, it is level to walk on (minute 154/25 i). Action closed.
- iv. Cllr Shepherd reported he has dealt with the molehills in the cemetery (minute 158/25 ii). Action closed.

170/25. Alton Towers.

- i. No date for a meeting is yet arranged. Cllr Moulton will keep following up. **Action: Cllr Moulton.**

171/25. Footpaths.

- i. Cllr Shepherd stated that footpath 61 at the rear of the allotments has had water wash away the hardcore. **Action: Cllr Shepherd to report.**
- ii. Cllr Wood stated that the issue regarding footpath 38, Wood Farm has still not been resolved and that SCC are now involved. (See minutes 137/25 iii and 152/25 iv).

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Alton Parish Council

172/25. Village Hall. Cllr Ballard was unavoidably absent so no update.

173/25. Lengthsman.

- i. Cllr Gwinnett was unavoidably absent so no update from her. The clerk reported that the lengthsman's power mower is broken and that he is using an unpowered mower.
- ii. Cllr Wood reported that the Doctors Steps are clear and in very good order.
- iii. Cllr Dronzek volunteered to clear the leaves from Hurstons path. **Action: Cllr Dronzek.**

174/25. Highways and Road Safety.

- i. Cllr Wood reported he has spoken to Mr David Rushton (SCC) regarding the missing bollards by the Round House, to replace will require traffic control so unlikely to be replaced soon. He also spoke to Mr Rushton about a pothole on the High Street. No date given for repair.
- ii. Cllr Wood stated that repairs to the surface on Alton Lane are quite good.
- iii. Cllr Wood stated that Alton is meant to have quite a lot of road work done in January and that SCC are also clearing the footpath on New Road in the new year.
- iv. Cllr Wood will report a blocked gully on Hurstons Lane. **Action: Cllr Wood.**

175/25. Parish Cemetery and St. Peter's Church Yard.

- i. Cllr Dronzek stated he has sent the plans for the tree work in St. Peter's Church Yard to Mr. Massey, SMDC and awaits a reply. **Action: Cllr Dronzek.**
- ii. Cllr Dronzek will check the grass cutting in the parish cemetery is in good order. **Action: Cllr Dronzek.**

176/25. Councillor Shepherd declared an open forum to allow parishioners present to ask questions/raise issues.

- i. Nothing raised.

177/25. Planning and Licensing Applications.

- i. SMD/2025/0442. B & G Read & Trivino, Fair Holme Limekiln Lane Alton. Single storey rear extension to replace the existing conservatory. Resubmission following previous refusal. There were no objections.

178/25. Planning decisions.

- i. SMD/2025/0230. Red Lion Cottage, Smithy Bank, Alton. Listed building consent to take down and rebuild the two chimneys in brick to the same form profile as existing. Approved.
The planning decision was read out by Cllr Shepherd.

179/25. Section 106 funds for playing field and play area update.

- i. Cllr Shepherd reported that the first plans for improvement to the play area equipment had been approved by SMDC and that £28,034 had been paid into the parish council's account. Arrangements are now in hand to start the work.

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Alton Parish Council

- ii. Cllr Shepherd reported that quotes for further work on the play area and playing field had been discussed at the S106 Group meeting on Wednesday 22nd October. The quotes and recommendations had been forwarded to all parish councillors. The quotes were as follows:
- a. For the playing field, new goal posts. The quotes as follows: Net World Sports £1,999.98, Forza Goal £1,499.99 and School Furniture Direct £1,499.98. Recommendation that Forza Goal be accepted as this was one of the two cheaper options and the details on the goals were clearer.
 - b. For the playing field a mower and heavy roller. The quotes were as follows: Compassgm.co.uk Mower £7,899.95, Mow Direct Mower £7,149.00, Garden Machinery roller £625.00, Schsupplies Heavy roller, £658.63, Taylor Made Garden Machinery Mower £5,500.00 ex VAT and heavy roller £548.86 ex VAT total with VAT £7,258.63. Recommendation that Taylor Made Garden Machinery quote be accepted as best value.
 - c. Painting at the play area. Quotes as follows: Michael Johnson £2,850 no VAT. P. Mcnicol £2,650 no VAT and Spruceitup £3,250. Recommendation that P. Mcnicol be accepted as best value.
 - d. Fencing at the play area. MBD Services (Staffs) Ltd £6,400.00 inc VAT, Woolley Fencing £6942.00 inc VAT and Red Lynch £17,964 inc VAT. Recommendation that MBD Services quote be accepted as best value.

Cllr Shepherd proposed and Cllr Brindley seconded that the recommendations as received be approved to be forwarded to SMDC for a final decision. This was carried.

180/25. Parish Council Updates.

- i. Round House maintenance: Cllr Shepherd reported he has weeded around the building and will clear weeds from the roof when the weather permits. **Action: Cllr Shepherd.**
- ii. The transparency code has been circulated to all councillors and the website is being steadily updated with more information. The asset register when updated will be posted to the website. Cllr Wood stated that things should be as simple as possible so that parishioners can easily navigate the website.
- iii. There are two vacancies on the council and SMDC have given permission for the council to co-opt two new members, the legal notices having been placed and an election has not been called for by members of the parish. One lady, Janet Wakefield, who wished to be considered as a co-opted member of the council was present. She gave a brief overview of her background much of it in local government. She was asked to leave the room whilst the councillors considered her application. Cllr Dronzek proposed and Cllr Shepherd seconded that Ms Wakefield be accepted as a member of the council. This was carried. Ms Wakefield returned to the meeting and was informed of the decision. The necessary paperwork will be completed and she will join the council at the next meeting.
- iv. Royal British Legion Poppy appeal. Cllr Wood stated that the donation had been £50 for many years and proposed it be increased to £75, this was seconded by Cllr Shepherd and carried. **Action: The clerk to arrange payment.**

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Alton Parish Council

181/25. Correspondence requiring response.

- i. Email to SMDC updating their records re councils asking permission to co-op two new members and reply.

182/25. Correspondence for Information.

- i. Email re TPO SM.335 (circulated).
- ii. Legal bulletin from SPCA re loans and remote meetings (circulated).
- iii. Biddulph Carol Concert (circulated).
- iv. Local Council Tax Reduction Scheme survey (circulated).
- v. SPCA AI course (circulated).
- vi. High Street road closure January 13th to 15th (circulated).
- vii. Connect Fibre Community Grant (circulated).
- viii. Photo of cleared footpath by the War Memorial (circulated).

The clerk read out the correspondence.

183/25. Finance.

- i. Clerk salary £467.48
- ii. Buxus Green invoice October £724.27 (paid).
- iii. Interest income September £29.30
- iv. L. Pettes Stonemasons income £121.00
- v. Authorised payments were signed off by the Council.
- vi. Current bank balances were signed off by the Council.

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

There being no other business the meeting was closed by Councillor Shepherd at 7.40pm.

Signed..... Chairman Wednesday 10th December 2025

Signed..... Clerk