

Adbaston Parish Council

Minutes of the Parish Council Meeting held on Monday 11th May 2026 following the Annual Parish Meeting at 7.15pm, The Jubilee Room, Adbaston Church, Adbaston

Present: Cllr L Barnes, Cllr P Drownicki, Cllr J Mansell, Clerk A Horton.

The Chairman welcomed all present. The meeting was quorate.

Item 1 Election of Chairman for 2026/27

Cllr Barnes was proposed by Cllr Drownicki, seconded by Cllr Mansell and approved by all present.

Item 2 Election of Vice Chairman for 2026/27

Cllr Drownicki was proposed by Cllr Mansell, seconded by Cllr Barnes and approved by all present.

Item 3 Declarations of Acceptance of Office

These were signed by the Chairman and Vice Chairman.

Item 4 To note Apologies for Absence on 9th March 2026

Apologies received from Cllr P Byrd, Cllr S Harvey, Cllr P Nicholson, Borough Cllr J Pert, Cllr P Jones, PCSO representative.

Item 5 Declarations of Interest and Dispensations

None

Item 6 Minutes of the Parish Council meeting held on 9th March 2026

The minutes of the previous meeting were signed by the Chairman as a true record.

Item 7 Public Participation session

One member of the public, Michelle Shaker, Community Engagement Coordinator, Community Speedwatch.

Item 8 Community Speedwatch

Michelle Shaker, explained Community Speedwatch; cost of the equipment, training involved, volunteers required (5). First offence is a warning letter, second offence is a visit from Community Speedwatch.

It was agreed to put the Community Speedwatch poster in the Parish magazine, asking for volunteers. It may be possible to borrow the equipment, prior to purchasing.

Item 9 **To review and adopt Council policies as below:**

- A** Virtual Meeting Policy
- B** Standing Orders
- C** Financial regulations
- D** Risk Assessment
- E** Safeguarding

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- F** Planning Committee – to be appointed- Chair, Vice Chair, Clerk, A Ward
G Finance Committee – Cheque Signatories, Clerk

Items A – E had been personalized from templates and circulated. These were adopted. The Committees were agreed.

Item 10 Ongoing Items

A Rural Isolation

Not aware of any current issues.

B Floods, immediate and longer term

Short term flood between Manor Farm, Bishops Offley and Four Lane Ends returns after heavy rain. No scheduled work carried out.

C Footpaths and Bridleways

The stile for Adbaston 31 and Adbaston 36 is broken. Clerk to contact Staffordshire County Council

D Maintenance of Noticeboards

Cllr Harvey sent a message to the meeting, that he will look at the Noticeboards and carry out any maintenance.

Item 11 Utilities

Clerk wrote to National Grid for an update on the Garmelow link cable. No reply received.

Item 12 Offley Marsh

The working party is meeting monthly to remove brambles and saplings. The bilberries and broom appear to be thriving.

Item 13 Defibrillator

Carried forward to next meeting.

Item 14 Correspondence & Attendance at Meetings

Correspondence not mentioned elsewhere

A5013 – Road closure Stafford to Eccleshall, 17 weeks May 2026

Surface dressing Cash Lane, Tunstall Lane Summer 2026

Item 15 Finance

A To approve Annual Governance Report

This was approved and signed by the Chairman and Clerk. The Council also certified itself as being exempt from a limited assurance review under Section 9 of the Local Audit (Smaller Authorities) Regulations 2015.

B To approve Annual Statement of Accounts

This was approved and signed by the Chairman and Clerk.

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C To approve Chairman's Allowance of £100 (supported by receipts)
This was approved by all present.

D Annual Audit – recommendations
It has been noted that the minutes from the 10th November 2025 meeting showed Clerk's salary, cheque 443 as £464.12, and it should have read £325.65.

E Payments made since March meeting

Staffs Border Group of Churches, concurrent	Cheque 446	£100.00
Adbaston PCC, concurrent	Cheque 447	£335.00
Adbaston PCC, room hire	Cheque 448	£90.00
Clerk's salary and expenses	Cheque 449	£379.34
SPCA	Cheque 450	£285.60
T Baillie, external examiner	Cheque 451	£39.00
Zurich Insurance	Cheque 452	£214.00

Item 16 Planning Applications
22 36478 FUL – Construction and operation of Solar Photovoltaic (PV) Farm of up to 49.9MW in generation capacity. Agreed expiry date 31st December 2025.
No updates from KSFAG (Knighton Solar Factory Action Group)
Decision on this application will involve a site visit beforehand of which all responders will be notified of.

Item 17 New website update
Clerk to instruct the new provider to build the new website which will be Assertion 10 compliant.

Item 18 Items for Consideration at next meeting
MP's representative attending the meeting
Facebook page for Parish Council
Community Speedwatch

Date of next meeting

Monday 13th July 2026 to be held at Jubilee Room, Adbaston at 7.30pm. No meeting in September.

Subsequent meetings 9th November, 11th January 2027, 8th March 2027, 10th May 2027

The meeting was closed at 8.50pm