

**Minutes of the Meeting of Norbury Parish Council  
Held on 25<sup>th</sup> June 2025 7.30pm at Norbury Village Hall**

**Present:** Cllr A Evans (in the Chair), Cllr K Stubbs, Cllr P Rushton, Cllr W Marginson, Cllr P Turnock, Cllr A Palmer and Jayne Cooper

**Public Open Forum** - Four members of the public were present.

There had been some confusion and misunderstanding regarding the responsibility of tree maintenance on the Village Hall grounds. A tree surgeon had carried out some work but had not done all work he had quoted for as residents had felt the felling of an oak tree in the entrance to the village hall field was not necessary unless there was proof that the roots were damaging the village hall. This information was not available.

It was also reported that new members would be joining the Village Hall Committee. Two Parish Councillors, Cllr Palmer and Marginson remain on the Village Hall Committee. The next meeting of the Committee is 7<sup>th</sup> July 2025.

The Clerk who had been unaware of the misunderstandings and various conversations between councillors and residents clarified the position of the council in that it has no responsibility for the management of the Village Hall or trees on the village hall grounds - that is purely the responsibility of the Village Hall Committee. The Parish Council is not responsible for reviewing quotes or paying bills associated with any tree work and had agreed to donate £1000 to the Village Hall to help fund tree maintenance. That decision stands for 6 months. As soon as the Clerk is given the bank account details, the funds would be transferred. The Clerk added that she is aware that the work already carried out had cost less than £1000 therefore the Village Hall Committee could either decide to refund the difference back to the Parish Council or retain it for future tree work. It was noted that there is further work to do, particularly along the boundary between the Village Hall and the closest property.

**1 To receive any apologies for absence.**

Received from Cllr S Ellis and Cllr S Spencer.

**2 To record any Declarations of Interest.**

There were no declarations of interest.

**3 To receive the minutes last meeting of council, held on 28<sup>th</sup> May 2025**

The minutes of both the annual meeting and parish meeting were approved.

**4 To consider any Matters Arising not covered elsewhere on the agenda**

- If a summer BBQ is to be held, it is hoped that would now be arranged by the Village Hall Committee.
- The fixing of the noticeboard at the Junction is outstanding.
- There are still some issues with speeding Bifor lorries through the village.

**5 To receive the Clerk's/Chairman's Report and any correspondence.**

The Clerk had circulated a letter received from the Leader of Stafford Borough Council regarding Local Government reorganisation for Staffordshire. She explained that the County and Borough would be merging to form a unitary authority and further information is expected in the coming months.

## **6 To deal with any planning matters**

There were no planning applications to consider.

## **7 To deal with finances**

To approve any outstanding invoices

The following invoices were approved:

- JWH Ground Maintenance, £170 Grass cutting in May.
- RWS Electrical, £40 for fitting a new case around the defibrillator.
- The Clerk informed Council she had purchased a new cabinet for the defibrillator as it has ceased operating as discovered by the First Responders during their monthly checks. A 10% discount code received from First Responders had been used. The total amount therefore was £450 + VAT.

To discuss the donation to Norbury Village Hall for tree maintenance (previously approved) and concerns raised since regarding planned work.

As discussed during the public open forum, the Parish Council would donate £1000 as previously agreed to the Village Hall.

## **8 Matters requiring attention in the Parish**

Pot holes in Weston Jones (by the pumping station) remain a serious concern and would be reported by the Chair to Highways.

## **9 To confirm the date of the next meeting**

24<sup>th</sup> September 2025 at 7.30pm