

**DRAFT Minutes of the Meeting of Norbury Parish Council
Held on 30th September 2026 7.00pm at Norbury Village Hall**

Present: Cllr A Evans, Cllr K Stubbs, Cllr P Turnock, Cllr W Marginson, Cllr A Palmer, Peter Rushton, Mayor and Borough Councillor Mark Winnington,

Member of the Public: Jane Swinnerton

1 To receive any apologies for absence

Apologies were received and accepted from Borough Councillor Scott Spencer and County Councillor Jeremy Pert. The Parish Clerk was unable to attend and the minutes were taken by the Chairperson Andrea Evans.

2 To record any Declarations of Interest

There were no declarations of interest.

3 To receive the minutes of the last meeting of council, held on 24th June 2026.

The minutes were approved as a true and accurate record of the meeting.

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

An email has been received from a parishioner. They raised several points which were gone through in turn. Street cleaning required on High Meadow. 30 mile an hour sign missing from Pinfold Lane. Footpath No 14 - this is not currently available. It was confirmed that when works to alter the hedge line to comply with splay regulations were in progress the footpath/stile would be re-instated. Works behind High Meadow being carried out by Severn Trent. The Parish Council was not aware of this activity but would attempt to get some details. Works on A519 High Bridge - County Councillor Jeremy Pert has updated Cllr Scott Spencer by email. As soon as there is a scope of works and a programme he will forward this to us. It has been delayed whilst a decision was made as to whether it required a Listed Building Application. The Parish Council is aware that the road has been compromised for one full year now. Regarding the traffic lights - alternatives are being looked at as RFID signal is poor. Contractor to visit more regularly. Litter is Borough Council responsibility. A team has been asked to target this area.

Cllr Marginson reported that the sign post for Weston Jones at the end of the Weston Jones Lane/Spring Leasowe lane in Norbury on A519 is missing or possibly fallen over. This would be reported to Stafford Borough.

Co-option of a councillor to fill the current vacancy. One parishioner has expressed an interest. The closing date was 30th September. Co-option will take place at November meeting.

5. To deal with planning matters

- i) Application 25/41097/FUL Development of two detached houses at Pleasant View, Church Lane, has been withdrawn.
- ii) There have been changes to arrangements for calling in planning applications. There would now be a two tier system of delegation. Schedule 1 are applications that must be decided by officers. This is mandatory. This includes householder application and minor residential applications up to 9 dwellings, minor commercial developments, discharge of conditions, prior approvals, reserved matters below 500 dwellings.

Schedule 2 presumption of officer decision, may go to committee – major residential 10+ dwellings, major commercial, listed building consent and some others.

6. Local Government Re-organisation.

This has been paused. There will still be a Borough Council Election in May.

7. To receive and approve updated copies of Standing Order and Financial Regulations.

This is a statutory list of policies that Councils have to have and those that are best practice. The committee unanimously approved the updated Standing Orders, Financial regulations and the Norbury Parish Council Risk Management/Register. These would now be uploaded to the council website.

8 To deal with finances

To approve any invoices outstanding

Payments were approved to JWH reference grass cutting in August for £110

9 Matters requiring attention in the Parish

A member of the public asked about email addresses for councillors. We have been asked to update them for the Parish Newsletter. Discussion followed regarding the new requirement for councillors to have .gov email addresses. This would be looked at and the updated email addresses would be sent to the Parish Newsletter immediately.

The councillors were also asked if it would be possible to place the minutes of each meeting on the notice board and on the website in DRAFT form within a few days of the meeting and prior to approval at the next meeting. At present these are on the notice board one week before the meeting and not on the website. The committee would ask the Clerk for the regulation on this.

The committee were reminded about the British Legion Remembrance Day service on Sunday November 8th at 3 p.m. at St Peter's Church and the War Memorial in Norbury. The Chair would order a Poppy Wreath.

10 To confirm the date of the next meeting

Wednesday 25th November 7 p.m.