Gnosall Parish Council

(Including the wards of Moreton & Knightley)

Minutes of the Meeting of Gnosall Parish Council held on Monday 3rd November2025 at 7.30pm in The Grosvenor Centre

	Present
	Cllr Gregory (in the Chair), Cllr Pearson, Cllr Beswick, Cllr Alker, Cllr Haycock, Cllr Sullivan, Cllr Symons, Cllr Knight, Cllr Herbert, Cllr Middleton, Cllr Booth, Cllr Holmes, Cllr Parry, Cllr Baker J Marshall Chief Officer SBC Cllr Spencer
	Neighbourhood Plan Survey Draw
	Cllr Haycock gave a brief overview of the Neighbourhood Plan Survey process, which received over 680 responses, 588 of whom gave details to enter the draw. Cllr Haycock thanked everyone involved in putting the survey together and distributing it around the parish. Congratulations go to Sophie Coffey, who was drawn as the winning entry by Stafford Borough Councillor Spencer.
	Open Public Forum
	None present
25/118	**To Receive Apologies and Record Absences**
	Cllr Reeves-Riche' , SCC Cllr Pert, Cllr Winnington
25/119	**To Record any Declarations of Interest**
	None received
25/120	**To receive and confirm the minutes of the last meeting held on 9th June 2025**
	Three typos corrected – 25/110 line 3, were corrected to was. 25/111 b) last line 28th November corrected, 25/115 Section missing 'n' corrected. It was noted that new Councillor David Baker's name was omitted from 25/110. This has been corrected. With those amendments the minutes were confirmed as a true and accurate record and signed by the chair of the meeting.
25/121	**To consider any matters arising from the minutes**
	Cllr Gregory raised the matter of the Christmas Carnival Raffle and reminded councillors that donations of raffle prizes would be gratefully received and should be dropped off at the Parish Office. This year the donations would be split to create more hampers as last year's hamper was very large so the council hope to create 2 drinks and 2 sweets/chocolate hamper.

25/122	**To receive the following reports:**
	a) The Chief Officers Report • The Chief Officer gave a brief overview of recent meetings and committees. • The Christmas Carnival planning is proceeding well, and a small fun fair has been agreed. • Jon Cooke has agreed to help cook the Christmas lunches. Planning to start on menus, promoting etc. • A brief overview of a recent Martin's Law webinar was given. At present no definitive legislation is in place. NALC and SPCA are keeping Councils up to date on progress. **b) Any reports from Parish Councillors on meetings/courses attended** Cllr Alker attended the GLEAN Hub Annual Meeting. The committee remains unchanged and have 28 active volunteers. Summer Reading Challenge was very successful this year. Cllr Alker also attended the Patient Participation Group Annual Meeting. The committee remains unchanged, though the group would like to recruit some younger residents to the group. **c) Any reports from Borough and County Councillors** Borough Cllr Spencer advised the Council that the Planning Department is severely understaffed at present, with just one Enforcement Officer in place. Two additional officers are due to start mid to late November, but the lack of staffing is creating a backlog in applications and approvals. This is a nationwide issue, with a lack of Enforcement Officers across the country. The uncertainty around the forthcoming reorganisation of local government has made it even more difficult to recruit. Cllr Gregory thanked Cllr Spencer for his support and assistance over recent months.
25/123	**To report any Highways issues**
	• Lowfield Lane no update from residents at this time. Cllr. Knight raised the issue with the headteacher at St. Lawrence Primary School. The headteacher has requested the PCSO's patrol the area at busy times and has sent letters to parents asking them to park considerately. • Some works have been completed on Outwoods Lane, though the camber is still a major issue. • Hollies Common – Cllr Booth advised that some marking and numbering appeared a few weeks ago, but there has been no movement since. • A518 – Cllr Booth advised that the road markings were very faint and difficult to see. Chief Officer to report to Highways.
25/124	**To receive minutes and reports from committee and working groups**
	a) Matters relating to the Planning Committee • To receive an update on the Public Meeting held on 22nd October 2025 regarding the outline planning permission for Land at Horseshoe, Audmore. Cllr Gregory thanked councillors for their help setting up and facilitating the meeting. Over 75 people attended the meeting and to date, around 50

	comments have been made on the Planning Portal. Resident deadline is 19th November. Cllr Haycock commented that there were several comments in the Neighbourhood Plan Survey relating to the Loop and will provide the information to Cllr Gregory for inclusion in the Councils response. **b) Matters relating to the Grosvenor and Events Committee** • To receive the minutes of the meeting held on the 15th October 2025. • The committee agreed to cost some redecoration works in the Grosvenor centre, to mount the projector in the ceiling and to look at refurbishing the small kitchen. • The committee will meet on the 4th November to finalise the arrangements for the Christmas Carnival. • The date for the kick-off meeting for GFEST 2026 was agreed – 8th January 2026. **c) Matters relating to the Resources and Personnel Committee** • To receive the minutes of the meeting held on the 21st October 2025. • Cllr Knight gave an overview on the proposal to install solar panels at the Grosvenor Centre to help offset the increasing electricity costs and to future proof the community building. Average costs around £18 000. Grant funding will be sought. SBC Spencer will provide some information on other councils who have been grant funded. • Two donations were approved - £300 for the Memorial Village Hall and £100 for the Tea and Craft Room. This leaves £200 for the year. **d) Matters relating to the Open Spaces & Burial Committee** • To receive the minutes of the meeting held on the 23rd October 2025. • To ratify the purchase the recommendation to repair the Brookhouse Road play surface **£1648.00 excl. VAT – RESOLVED** • It was agreed to move the Allotments management to Scribe in time for the 2026 tenancy agreements in February. Initial set-up cost £158.00 then £19p/m. • The Grass Cutting Tender recommendation was approved and the contract awarded to JWH Ground Maintenance for a further four years. • Cllr Pearson would like to create a Friends of the Acres working party. This was agreed. The Chief Officer to look at setting up a bank account for the group.
25/125	**Finance related matters**
	a) The Chief Officer presented the end of quarter two summary report and highlighted any lines of overspend. The council is currently at 54% spent on the annual budget, which is about right for the halfway point in the year.

	The Bank reconciliation for October was presented, along with a reconciliation of all bank accounts. **b)** To approve payments of direct debits/standing orders (in accordance with Financial Regulations point 6.7) for November. As this meeting is a week early, the wages and grass cutting invoice had not yet been. These will be added to the payment schedule and sent to Councillors via email and presented the Resources and Personnel Committee on the 13th November for approval and sign off.
25/126	**To Agree the Meeting Diary for 2026**
	A draft meeting diary was presented and agreed for the year 2026.
25/127	**To request items for the next agenda**
	Lowfield Lane parking issues Outwoods Lane
25/128	**To confirm the date and time of the next meeting**
	8th December from 7.30pm at the Grosvenor Centre.
	Meeting Closed
	8.59pm

Signed: Cllr Haycock

Dated: 8th December 2025

Gnosall Parish Council

PAYMENTS (AWAITING AUTHORISATION) LIST

Vouche	Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
291	Subscriptions	16/10/2025		Gnosall Parish Counc		microsoft 365 subs	Microsoft	S	8.74	1.75	10.49
292	Subscriptions	16/10/2025		Gnosall Parish Counc		ICO	ICO	S	39.17	7.83	47.00
301	Bank Charges	19/10/2025		CFest		Interest	Lloyds Bank	E	4.25		4.25
300	Bank Charges	19/10/2025		Public Rights of Way		Interest	Lloyds Bank	E	4.25		4.25
303	Bank Charges	19/10/2025		Allotments		Interest	Lloyds Bank	E	4.25		4.25
302	Bank Charges	19/10/2025		Grosvenor Centre Ac		Interest	Lloyds Bank	E			
307	Open Spaces equip/repairs/lab	21/10/2025		Gnosall Parish Counc		Christmas lights	FairyBell	S	112.46	22.49	134.95
307	Christmas Lights	21/10/2025		Gnosall Parish Counc		Christmas lights	FairyBell	S	716.58	143.32	859.90
307	Christmas Lights	21/10/2025		Gnosall Parish Counc		Christmas lights	FairyBell	E	17.20		17.20
293	Bus Shelter Rebuild	23/10/2025		Gnosall Parish Counc		bench	Street Solutions UK	S	300.41	60.08	360.49
296	Subscriptions	28/10/2025		Gnosall Parish Counc		Amazon prime	Amazon	S	7.49	1.50	8.99
294	Electricity - Grosvenor	28/10/2025		Gnosall Parish Counc		electricity	eon next	S	421.28	84.26	505.54
295	Gas - Grosvenor	28/10/2025		Gnosall Parish Counc		gas	eon next	S	131.88	26.38	158.26
298	Printing and stationery	30/10/2025		Gnosall Parish Counc		photocopier support	XBM Limited	S	14.99	3.00	17.99
297	Christmas	30/10/2025		Gnosall Parish Counc		banners	instantprint	S	64.96	12.99	77.95
309	IT maintenance	01/11/2025		Gnosall Parish Counc		IT Maintenance	Alan Baker System Consult	E	39.00		39.00
308	Water - Grosvenor	01/11/2025		Gnosall Parish Counc		Water bill	Waterplus	L	314.50	15.72	330.22
306	Employment Costs	03/11/2025		Gnosall Parish Counc		NI & PAYE	Gnosall parish council	E			
305	Grosvenor equip/repairs/labour	03/11/2025		Gnosall Parish Counc		reimbursement	Gail Gregory	E	5.00		5.00
304	youth club	03/11/2025		Youth Club		youth club wages	Megan Shaw	E	156.00		156.00
319	Christmas	04/11/2025		Gnosall Parish Counc		reimbursement	Gail Gregory	E	17.12		17.12
318	Allotments	04/11/2025		Allotments		Grass cutting	JWH Ground Maintenance	E	110.00		110.00
316	Grass cutting - Village Green	04/11/2025		Gnosall Parish Counc		Grass cutting	JWH Ground Maintenance	E	180.00		180.00
317	Burial Ground maintenance	04/11/2025		Burial Ground		Grass cutting	JWH Ground Maintenance	E	455.00		455.00
316	Grass cutting - Chippy Jumps	04/11/2025		Gnosall Parish Counc		Grass cutting	JWH Ground Maintenance	E	80.00		80.00
316	Grass cutting - Moreton Green	04/11/2025		Gnosall Parish Counc		Grass cutting	JWH Ground Maintenance	E	60.00		60.00
316	Grass cutting - The Wold	04/11/2025		Gnosall Parish Counc		Grass cutting	JWH Ground Maintenance	E	52.00		52.00
316	Grass cutting - The Acres	04/11/2025		Gnosall Parish Counc		Grass cutting	JWH Ground Maintenance	E	260.00		260.00
316	Grosvenor Centre Grass Cutting	04/11/2025		Gnosall Parish Counc		Grass cutting	JWH Ground Maintenance	E	30.00		30.00
316	Maintenance The Acres	04/11/2025		Gnosall Parish Counc		Grass cutting	JWH Ground Maintenance	E	30.00		30.00
316	Maintenance The Boardwalk	04/11/2025		Gnosall Parish Counc		Grass cutting	JWH Ground Maintenance	E	50.00		50.00
320	Local Donations	05/11/2025		Gnosall Parish Counc		donation	The Craft & Tearoom	E	100.00		100.00
321	Local Donations	05/11/2025		Gnosall Parish Counc		donation	Memorial Village Hall	E	300.00		300.00
322	Employment Costs	10/11/2025		Gnosall Parish Counc		NI&PAYE	GPC	E	5,697.31		5,697.31

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Vouche	Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
326	Christmas	10/11/2025		Gnosall Parish Counc		stage hire	IG Stage Hire	S	791.00	158.20	949.20
325	Christmas	10/11/2025		Gnosall Parish Counc		raffle tickets	Mr Printit	E	48.00		48.00
323	Open Spaces equip/repairs/lab	10/11/2025		Gnosall Parish Counc		Signage	Dolphin Signs	E	170.00		170.00
324	Grosvenor equip/repairs/labour	10/11/2025		Grosvenor Centre Ac		Grosvenor maintenance	John Corbett Plumbing	E	120.00		120.00
299	Licences - Grosvenor	11/11/2025		Gnosall Parish Counc		Music license	PPL/PRS	S	253.53	50.71	304.24
299	Christmas	11/11/2025		Gnosall Parish Counc		Music license	PPL/PRS	S	72.20	14.44	86.64
								Total	**11,238.57**	**602.67**	**11,841.24**

Prepared by: _____ Date: _____

Name and Role

Approved by: _____ Date: _____

Name and Role

Approved by: _____ Date: _____

Name and Role