



Endon with Stanley Parish Council
Ordinary Meeting Minutes
Held on Tuesday 10th March 2026, 7pm at Endon Methodist Church

Present: (Chairman) Cllr S. Sillitoe, (Vice Chairman) Cllr Taylor, Cllr Brown, Cllr Cowles, Cllr Houston-Smith, Cllr McCann, (District) Cllr Porter, Cllr Pugh, Cllr Richards, Cllr J. Sillitoe, Clerk: Laura Frost

In attendance: (District) Cllr Flunder and 6 members of the public

Meeting commenced at 7pm

1. Apologies for Absence

- Cllr Clulow – work commitments (accepted, all in favour)
- Cllr Adams – family commitments (accepted, all in favour)
- Cllr Walker – family commitments (accepted, all in favour)
- Cllr Spooner – health reasons (not accepted, all in favour)
- Cllr Jebb – currently on temporary leave of absence due to medical grounds
- (County) Cllr Egginton – work commitments

2. Chairman's Remarks

The Chair reported that during a visit to the Spinney (Footpath 29) the handrail was found to be down. This was reported to the Lengthsman team who repaired and reinstated it within 24 hours and redirected the water flow. The Chair raised concerns regarding an incident at Station Road Memorial Park during the visit of the pizza van at Endon Village Hall. A large number of young people were reported to be on the park close to locking up time and refused to leave. The Lengthsman team experienced verbal abuse and threatening behaviour while attempting to lock the park and evidence has been passed to the police. Following the pizza van event, the park was locked the following day due to litter left on site. The Chair noted that the pizza van is a valued community facility but misuse of the park and abuse towards the Lengthsman team is unacceptable. The Chair expressed concern that the Lengthsman team is considering resigning from park locking duties. Councillors recorded their appreciation for the work undertaken and expressed their support following the incident. The Chair also reported that the Lengthsman team had resolved an issue with water running from the well in Endon Village by clearing a blockage using drain rods after a pipe had been damaged. It was noted that work is consistently completed promptly and at reasonable cost. The Chair presented a poster received from SMDC highlighting the dangers of dog fouling and the potential risk of blindness in children. Concerns were raised regarding dogs being allowed off lead in Hillswood Park and dog waste being left in bins in the play area despite dogs not being permitted there. Two posters have been issued by SMDC so far, one to be displayed at Hillswood Park and one at Station Road Memorial Park. Councillors discussed the need for clearer signage and potentially larger posters. Cllr Porter reported that SMDC is working on a dog fouling campaign and noted that SMDC currently has only one dog fouling officer, with a wider campaign planned for July. Councillors discussed the need to raise awareness of the health risks associated with dog fouling and noted that some residents may wish to have additional areas where dogs can be exercised off lead. The Chair and Vice-Chair attended a Parish Assembly meeting which included a presentation from Support Staffordshire regarding a new Micro-Provider scheme coming to Staffordshire. The project called Local Help My Way, aims to foster connections and raise awareness about a local support scheme for Micro-Providers who will be able to provide tailored local care and support in the home for people who need help to stay well and independent. The information will be shared with Endon Village Hall as a potential community initiative. The Chair also reported on the upcoming Moorlands Partnership Board panel meeting scheduled for 16th March, where an application has been submitted from the Parish Council for funding towards the Endon Village telephone box refurbishment project, covering up to 75% of costs. Finally, the Chair thanked (District) Cllr Edwards for contributing £350 under SMDC's Councillor Community Initiative Fund and (County) Cllr Egginton for contributing £200 under SCC's Councillor Community Fund towards the new noticeboard at Stanley. Further discussion on noticeboards will take place later in the meeting.



3. Public Forum

a. The Avenue/ Stoney Lane, Endon

A resident addressed the Council regarding the gate at The Avenue. The gate, located at the entrance of The Avenue off Stoney Lane, has recently been locked over the past couple of months. They explained that the locked gate now requires pedestrians, including parents with pushchairs, to walk along Clay Lake where parked cars and narrow pavements create difficulties. It was also noted that pupils from Endon High School have historically used the route. The resident reported that Staffordshire County Council had advised that support from residents would be required to progress an application to the County Council to register The Avenue on the Definitive Map of Public Rights of Way. The resident asked whether the Parish Council could assist and submit the application on their behalf. Another resident commented that the route had been used locally for many years, particularly by school children, and expressed concern that pedestrians were now required to walk along Clay Lake where the road is narrow. Another resident suggested that the route may qualify for a Public Right of Way due to long-term public use under Section 31 of the Highways Act 1980. The Chair advised that the land is private property and that the Parish Council does not have authority to determine Public Rights of Way. However, the Parish Council could assist by facilitating a meeting between affected residents to discuss the matter, along with relevant representatives from County Council. Councillors agreed that it would be helpful to gather a range of views from local residents before any further action.

During the above item, two PCSO's entered the meeting at 7:24pm

b. Police Matters

The PCSO's asked whether councillors or residents had any local policing questions. The Chair reported that a meeting with Endon High School has been scheduled for the following week. Attendees would include The Chair, Cllr Porter, Karen Holdcroft (as residents' representative), a member of staff from Endon High School, two PCSO's and a Police Sergeant. Cllr J. Sillitoe raised concerns about children riding electric scooters in the area and reported near misses involving pedestrians. The PCSO's confirmed that electric scooters are illegal for road use without insurance and a driving licence, similar to electric bikes with a throttle. The PCSO's advised that enforcement is difficult as police guidance discourages pursuit due to safety concerns. However, they confirmed that scooters can be seized where appropriate due to lack of insurance. They advised that the Police periodically run targeted operations each month aimed at identifying and seizing illegal scooters.

4. Declarations of interest in items on the forthcoming agenda

None

5. Minutes of the Parish Council meeting held on 10th February 2026

Resolved: That the minutes be approved and signed

The two PCSO's left the meeting at 7:47pm and Cllr Porter left the meeting temporarily at 7:47pm

6. Matters arising from the above meeting held on 10th February 2026 not on the agenda

- Cllr McCann asked Cllr Flunder for an update regarding 10 Spinney Close, Endon. Cllr Flunder reported that he had spoken with officers at SMDC and had provided photographic evidence. He advised that he would continue to pursue the matter.
- Cllr McCann asked for an update in relation to the installation of double yellow lines and H-markings along Station Road. The Chair confirmed this has been completed.
- Cllr McCann asked whether the remaining flags would be removed to tidy the Parish ahead of the Best Kept Village & Community Awards initiative. The Chair confirmed that the Lengthsman team will be undertaking general tidying works in preparation.

7. Correspondence

a. Email received from a resident regarding The Avenue, Endon

This matter was raised during agenda item 3 of the Public Forum. Councillors further noted that The Avenue



is private land and that Public Rights of Way are the responsibility of Staffordshire County Council. It was also noted by Cllr Flunder that applications can be both complex and lengthy, often being subject to legal proceedings.

Cllr Porter re-entered the meeting at 7:56pm

8. Best Kept Village & Community Awards 2026

a. The Chair reported that Cllr Cowles has agreed to coordinate the Best Kept Village & Community Awards 2026 project, with support from other councillors as required. Cllr Cowles has prepared a mind map to assist with planning, starting with local venues.

Resolved: Cllr Cowles will lead the project.

Action: The Clerk to include the Best Kept Village & Community Awards 2026 as an agenda item at the next meeting for Cllr Cowles to provide a progress update.

9. Local Government Reorganisation (LGR) – Staffordshire Consultation

a. The Chair reminded Councillors that responses to the Staffordshire LGR consultation can be submitted individually or as a collated response via the Clerk, and the SPCA's online briefing is available on YouTube. Cllr Flunder, an SMDC Locality Champion, encouraged residents and councillors to submit individual comments. Cllr Flunder noted that, of the proposals considered, SMDC's proposal was the most favourable. The government's response is expected to be approximately 6–8 weeks following the local elections in May. Cllr Flunder discussed locality strategic plans covering Biddulph, Endon, Brown Edge and Bagnall, with meetings planned to review proposals. It was suggested that attendees of the original locality meetings that were held in August 2025 attend again, with the venue being at Brown Edge Village Hall. It was agreed that Councillors would continue to monitor developments and attend any relevant presentations or meetings to support the Parish's interests.

10. Amenities – Project Progress Updates

a. CCTV at Station Road Park

The Chair noted that the CCTV installation is scheduled for 9th and 10th April. Funding has been secured through the SMDC Community Safety Fund, which was received on 2nd March. The Chair thanked Cllr Porter for highlighting the Community Safety Fund as a potential source of funding for the project.

b. Noticeboards

An order was placed with Earth Anchors on 13th February, with an estimated 4-5 week lead time. The Chair confirmed that three noticeboards are to be placed at High View Road, Stockton Brook and Stanley, with a fourth smaller noticeboard for Station Road Park. Councillors discussed the location of the Stockton Brook noticeboard with Cllr Cowles proposing positioning it on the opposite side of the road at the car park area nearby the Moorlands sign.

Resolved: The Stockton Brook noticeboard will be placed on the opposite side of the A53 in the car park area. All in favour.

c. Replacement doors for Unit 2 (Garage)

An order was placed with ProTec Doors on 23rd February, with an estimated 6–8 week lead time. The Chair noted that ProTec will install the new doors, and that a skip will be required for the disposal of the old doors, which will be dismantled by the tenant.

d. Endon Village Telephone Box

A grant application was submitted to the Moorlands Partnership Board on 24th February. The Chair advised that the application will be discussed on 16th March and that the outcome will be reported back to the Council.

e. Green Spaces Development Fund

A grant application for a new noticeboard at the Lawn Cemetery was submitted on 25th February. The Chair noted that the application required a considerable amount of work for a small grant of £500.



11. Governance

a. Waste Service Agreement – Endon Lawn Cemetery (2026–27)

Cllr Pugh reported on the re-signing of the commercial waste service agreement with SMDC for 2026-27 at a cost of £566.66, representing an increase of £20.74 from the 2025-26 charge.

b. Appointment of Internal Auditor (2026-27)

Cllr Pugh advised that Mrs D.M. Corbishley, who previously provided the audit for 2025-26, charges a fee of £150, which she donates in full to charity.

c. Adoption of IT Policy

Cllr Pugh confirmed the new IT Policy has been updated in line with the latest Model Code issued by the National Association of Local Councils (NALC). The policy supports Assertion 10 of the Annual Governance Statement (Section 1 of the AGAR) regarding the Council’s proper use of technology and secure handling of information.

Resolved: The Council acknowledged the commercial waste agreement, reappointed Mrs D.M. Corbishley as Internal Auditor for 2026–27, and approved the new IT Policy. All in favour.

Cllr Flunder offered to liaise with Cllr Cowles regarding Biddulph in Bloom information to assist with the Best Kept Village & Community Awards application. Cllr Flunder left the meeting at 8:22pm.

12. Planning

Cllr Clulow was unable to attend the meeting but forwarded his planning comments prior for councillors to consider as follows:

Application No.	Location	Proposed Development
a. SMD/2026/0054	Owl Cottage, The Village, Endon	Proposal: Listed building application - replacement windows to a listed cottage Comment: As per the below
b. SMD/2026/0053	Owl Cottage, The Village, Endon	Proposal: Replacement windows to a listed cottage Comment: Cllr Clulow advised the following: proposals relate to the existing Grade II Listed dwelling, located within the Conservation Area of Endon and dating back to 1710 with some 20th Century alterations. The proposals concern the 20th Century windows to the rear single storey gabled outrigger and the construction of the lean-to porch, all of which are in disrepair and need of replacement. On the Outrigger portion of the dwelling seeks to replace the timber casement windows with new painted timber flush casement windows. The rear porch is of such disrepair that it requires the existing timber frame taking down and its reconstruction from the ground up. A new brick plinth is to be built to the windowsill level with timber flush casement, painted, windows above. The existing corrugated plastic roof covering is to be replaced with a low profile aluminium framed double glazed roof. As the proposals seek to replace those damaged and disrepair elements with new while respecting the original 18th Century property with minimal disturbance to the heritage asset, there is a balance between this and accepting the works are deemed necessary for the habitants enjoyment of the property on which basis there I would have no objection. Resolved: The Council agreed with Cllr Clulow’s comments and raised no objection
c. SMD/2026/0072	6, Forgeside, Endon	Proposal: Proposed extension and internal alterations to bungalow Comment: Cllr Clulow advised the following: single storey pitched roof rear extension with internal alterations to form kitchen / dining and sitting space. Design and materials reflect those used in the original semi detached bungalow and the proposals show no impact on the neighbouring properties. No additional bedrooms are created with no impact on parking for the dwelling no objection. Resolved: The Council agreed with Cllr Clulow’s comments and raised no objection
d. SMD/2026/0079	257 Bank, Leed Road, Endon	Proposal: Proposed single storey rear extension to form rehabilitation gym for the physiotherapy business Comment: Cllr Clulow declared an interest in this planning application and, as he



		<p>was not present at the meeting, made no recommendation as to whether the Council should support or object. Cllr Clulow however provided the following comments: An application on the same property has been presented to the Planning Authority twice previously and as a Parish Council we have raised concerns about the design. The building sits on the extreme south western corner of the Endon Conservation Area but its is not specifically referenced as being a significant or locally important building however it is acknowledged that the conservation area boundary extends to encompass the Lodge. The proposals are for a single storey rear extension to provide a gym for injury rehabilitation, an accessible entrance to a reception area with disabled toilet and waiting area all accessed from the existing car park via a new stepped approach and via the existing public footpath route. The extension sits on a “T” shaped footprint similar to the existing building extending from the rear elevation, set in from the corners of the original building to allow for a distinctive junction between the proposed and old. The facing brick façade of the external cavity wall is to be constructed in red brindle brickwork with a matching Flemish bond with dental course detailing included on the gable elevations to reflect the existing building. The layout of the proposed single storey roof reflects the arrangement, design and materials of the original two storey height roof and includes two conservation rooflights on the northwest facing elevation. The northeast accommodates the new public entrance with the same façade including for two full height windows which are repeated on the rear northwest gable. Due to the sensitivity of the work that is proposed within the rehabilitation gym space these windows are to all have an opaque film finish for privacy. Acknowledging that extensions, being a later addition, will always have some impact on an original building it is important that the submitted proposals respect and compliment all aspects in line with SMDC Local Plan Policy DC1 and Design Guide SPD including the character, materials, setting and appearance. The proposed design aims to balance a compliant sympathetic approach which is subservient to the original property alongside the requirements in delivering a facility that caters for the needs of the Physiotherapy business, its clients, enhancing the facilities offered by this important facility to the within the village. The positioning of the Lodge, sitting forward of the building line to the neighbouring property of 255 Leek Road means any extension proposal will be visible from the dwellings front outlook. To assist in minimising impact, the extension to form the physio rehabilitation unit is set away from the shared boundary with the Lodges extension’s footprint recessed further to minimise any increased impact on its sight lines from the nearest residential window to the extension and original building. In conclusion the considered scheme proposals provide an understanding and functional extension to the existing Lodge building that will secure the long-term use of the premises and the future of the Physiotherapy business delivering important social and economic benefits to the village. The design of the extension to the Lodge reflects the qualities that exist on the existing building, working with the site constraints to ensure the setting in the conservation area is protected while allowing for the development to deliver that which is required sympathetically.</p> <p>Cllr Porter reported that the application had been refused twice previously. The application has been adapted to reflect conservation requirements, and neighbours have been consulted, with support received from local residents. Cllr Porter noted the importance of retaining amenities in Endon and confirmed that the car park provides two additional spaces without creating parking issues. The majority of users to the Physiotherapy business are also residents or live local to Endon. The owner of the Physiotherapy business recently attended Cllr Porter’s Councillor surgeries, and he will be submitting a letter of support in his capacity as a District Councillor.</p> <p>Resolved: The Council unanimously agreed and supported the application</p>
--	--	---



13. Finance, Accounts & Expenses

a. February Bank Reconciliation

Councillors were provided with the February bank reconciliation by email prior to the meeting.

b. March Payments List

Councillors were provided with the March payments list by email prior to the meeting. Cllr Pugh provided additional context for some items, including:

- Leek Signs & Graphics: an A5 plaque to be displayed with the Cherry Tree planted by the Well Dressing Queen
- McGuiness Metals & Waste Recycling: the waste skip required for the removal of the old garage doors
- ADB Alarms & ProTec Doors: 50% deposit invoices

c. Other Banking and Finance Matters

- Cllr Pugh discussed the need to transfer £3,000 from the Earmarked Reserves account to the Community account. Although there are sufficient funds in the Community account to cover this month's invoices, transferring the funds demonstrates to the auditors that Earmarked Reserve funds are being used for the relevant projects.
- Cllr Pugh discussed cleaning arrangements for the office. It was noted that the current cleaner, does not have the necessary equipment to undertake the carpet and upholstery clean. 3 quotes were obtained and it was agreed to go ahead with Keelings Carpet & Upholstery Clean.
- Cllr Pugh reported that the Clerk has received options for the BT contract renewal, which is due to end in May. Alternative options were discussed, including broadband and moving to a mobile and SIM service. The mobile device could be used for access codes for services such as HMRC (PAYE and VAT), BT and Water Plus, and would also allow the CCTV apps to be installed on a dedicated business mobile, rather than the Clerk's personal mobile. It was noted that switching services would result in the loss of the current landline number, although councillors agreed this would be acceptable provided the change is clearly advertised. Additionally, it was agreed that in the event the Clerk is on holiday or sick, responsibility for managing the mobile could be passed to the Chair.

Resolved: The February bank reconciliation and March payments list were approved. The transfer of £3,000 from Earmarked Reserves to the Community account was approved. All in favour.

14. Lengthsman's Team Maintenance

a. Councillors to report maintenance issues within the Parish for action by the Lengthsman's team

- Cllr Cowles: The kissing gates from Leek Road to the canal have broken padlocks meaning the slider lock is no longer effective.
- Cllr Houston-Smith: Opposite Platts Avenue, a large screw is protruding from a wooden post.
- Cllr Porter: A resident had requested improvements to the footpath from the White Bridge to Stanley. The Chair confirmed that the Lengthsman team are aware and will lay additional stone chippings when the weather allows.

15. Reports

a. District and County Councillor Reports

District reports from Cllr Flunder and Cllr Porter, and County reports from Cllr Egginton, were circulated to councillors by the Clerk prior to the meeting and uploaded to the Parish Council website.

b. Councillor Reports - updates or matters to be raised by councillors

- Cllr Porter reported that 100 six-foot oak trees are available free of charge from Draycott Nurseries available to public groups. Councillors discussed planting site options along the A53, Hillwood Park and areas along the canal. Cllr Porter will pursue.



- Cllr Porter advised that he had been in contact with AEDDonate and discussed potential funding opportunities from Leek Building Society for a possible solar panelled defibrillator on Hillswood Estate. Cllr Porter will pursue this initiative.
- Cllr McCann referred to Cllr Porter's District report regarding two recent incidents of pedestrians being struck by vehicles. Cllr Porter explained that one incident occurred outside The Plough during the temporary absence of the school crossing patrol officer, and the other outside St Luke's involved a careless driver. Cllr Porter confirmed that he had emailed Staffordshire County Council regarding the need for relief for school crossing patrol officers.

Exclusion of the Public

Under the Public Bodies (Admission to Meetings) Act 1960, the press and public were excluded from the meeting for the following items of business on the grounds that publicity would be prejudicial to the public interest due to the confidential nature of the matters to be considered.

16. Councillor Matters

a. Correspondence from Cllr Spooner

Councillors considered the correspondence received from Cllr Spooner.

Resolved: The matter will remain on future agendas as necessary.

17. Commercial Matters

a. Separation of Electricity Supply – Tearoom and Parish Office

Councillors discussed the option to separate the electricity supply from the Tearoom to the Parish Office and considered the long-term benefits.

Resolved: It was agreed to proceed with separating the electricity supply.

18. Staff Matters

a. Clerk's employment contract

Councillors considered the Clerk's current six-month probationary contract.

Resolved: It was agreed to change the Clerk's contract to a permanent position.

Meeting ended at 9:20pm

Date of Next Meeting: Tuesday 14th April 2026, 7.00pm at Endon Methodist Church

Chairman	Signature	Date of Approval