Endon with Stanley Parish Council
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Chairman: Cllr. Suzanne Sillitoe | Vice Chairman: Cllr. Phil Taylor

Endon with Stanley Parish Council
Ordinary Meeting Minutes
Held on Tuesday 11th August 2026, 7pm at Stanley Head Outdoor Education Centre

Chairman: Cllr. Suzanne Sillitoe
Vice Chairman: Cllr. Phil Taylor

Present: (Chairman) Cllr S. Sillitoe, (Vice Chairman) Cllr Taylor, Cllr Adams, Cllr Brown, Cllr Clulow (arrived at 7:08pm), Cllr Cowles (arrived at 7:08pm), Cllr Houston-Smith, (District) Cllr Jebb, Cllr McCann, Cllr Pugh, (District) Cllr Porter (arrived at 7:08pm), Cllr Richards, Cllr Walker, Clerk: Laura Frost

In attendance: 3 members of the public at the commencement of the meeting. A further 3 members of the public and PCSO Cantrell joined the meeting at 7:08pm.

Meeting began at 7pm.

1. Apologies for Absence

- (District) Cllr Flunder (holiday)
- Cllr J. Sillitoe (illness)
- Cllr Spooner (family commitments)

2. Chairman's Remarks

In Touch Newsletter - The Chair noted that the deadline for contributions to the newsletter, *In Touch* by SMDC, is 14th August 2026. Councillors were asked to forward any items for inclusion to Cllr Taylor by the deadline. It was suggested that a photograph could be submitted showing the council's new noticeboards.
Noticeboards - Cllr McCann asked how it would be decided what information should be displayed on each noticeboard. The Chair suggested that responsibility should not fall solely on the Clerk and asked Councillors to assist in identifying and providing suitable material for display.
Grant Funding - The Chair discussed the availability of potential grant funding. Councillors were encouraged to consider suitable projects, particularly those relating to health and wellbeing, and to bring forward ideas that may be appropriate for an application.
Public Spaces Protection Order - The Chair reported that she had submitted an online response to the SMDC consultation on the review of the Dog Fouling Public Spaces Protection Order. It was noted that, despite signage having been erected, the current measures do not necessarily deter dog fouling.

3. Public Forum

Highways and Street Scene – A resident noted that four potholes on St George's Avenue had been repaired from SCC Highways, and a further resident also noted that potholes at the bottom of Church Lane had also been filled. The resident asked whether the bus shelters along the A53 near to Endon High School could be cleaned. The Chair reported that the bus shelter opposite Endon High School had extensive graffiti and that the Lengthsman team would be cleaning this in due course. Repairs to the footbridge on Footpath 72 that leads to Bridge 27/John Emery Land would also be undertaken, with a repair wooden panel due to be installed.
Planning - A resident advised the council they were attending the meeting on behalf of their father to observe the discussion regarding the SMD/2026/0297 planning application.
Station Road Memorial Park Football Pitch and Fencing - A resident living nearby to the park raised concerns regarding the use of the football pitch, including footballs entering neighbouring gardens, the behaviour of some young people using the facility and the height of the existing fencing. The Lengthsman team reported that the situation had improved since the park had begun being locked at approximately 6.00pm. PCSO Cantrell reported that she had been addressing concerns regarding behaviour at the park and had spoken to the young people involved. She agreed that the existing fencing was not sufficiently high for a football facility. Councillors discussed possible options to improvement the facility with Cllr Cowles suggested dividing the existing area into two smaller pitches

with four goals, which may reduce the likelihood of balls being hit too far and entering neighbouring properties. The possibility of providing a smaller, enclosed area for younger children to practise football skills was also discussed. A current grant application had been drafted for submission to SMDC Rural Regeneration to improve the levelling of the football pitch but it was agreed that the application would not be submitted until the Amenities working group had met to consider the various options, including increased fencing, additional netting, smaller pitches and goals. Cllr Cowles was to be invited to attend the relevant working group discussion. (District) Cllr Porter advised that there may be additional funding available through SMDC for improvements to sporting facilities and suggested that this avenue be explored. The Chair also suggested contacting the existing supplier of the fencing regarding options and costs for increasing the height of the fence.
Station Road Memorial Park Play Area – Age Restriction Signage - Councillors discussed the age restriction signage for the play equipment. It was noted that an existing sign stated that the equipment was suitable for under 14's, whereas the equipment had been designed for children under 12. Councillors and PCSO Cantrell agreed that the manufacturer's guidance should be followed and that the signage should state under 12's. It was noted that the equipment has a maximum capacity and specific weight and safety requirements. It was agreed that two new signs were required, including one at the entrance to the play area. The signs should clearly display the age restriction so that they can be referred to when addressing children using the equipment.

4. Declaration of interests in items on the forthcoming agenda
None.

5. Minutes of the Parish Council meeting held on 14th July 2026
Resolved: That the minutes be approved and signed.

6. Matters arising from the meeting held on 14th July 2026 not on the agenda
None.

PSCO Cantrell left the meeting at 7:28pm.

7. Best Kept Village Competition & Awards Evening
a. Council Representatives - Cllr Cowles reported that an email had been received from the organisers of BKVC – Staffordshire at the beginning of August confirming that the parish had been placed among this year's award recipients with the specific award achievement to be announced at the awards evening on 22nd September 2026. It was proposed and agreed that Cllr Cowles and the Chair would attend on behalf of the council. The Chair reported that artwork from local schools had been returned to the pupils and that the enlarged artwork displayed at Willow Veterinary Practice had now been taken down. The Chair had also visited the practice to thank them for their support. Councillors discussed the value of receiving feedback from the judges, particularly in relation to areas where improvements could be made. It was acknowledged that the parish's entry had been prepared at relatively short notice and that, with more preparation time, additional work could have been undertaken, particularly regarding verges, weeding and general tidying. The Chair thanked Cllr McCann for meeting the judges and the map provided for the judges had been well received, although it appeared that The Village telephone box had been missed during the visit. It was suggested that future entries to BKVC could be better coordinated with other local initiatives and events, including Endon Well Dressing and Endon High School, particularly given the timing of examinations. Cllr Cowles commented that preparing for the competition had highlighted the considerable amount of activity that takes place across the community, involving people of all ages and backgrounds. The experience would also be valuable in documenting the parish's community activities and initiatives in the context of the forthcoming Local Government Reorganisation (LGR).

8. Lawn Cemetery Extension

a. Completion of Phase 1.

Cllr Clulow reported that planning permission had now been granted by SMDC, subject to nine conditions relating to landscaping, biodiversity and ecology. The conditions will need to be addressed, with further work required with the ecologists in relation to the Biodiversity Gain Plan and Habitat Management and Monitoring Plan. Specific planting requirements will also be followed up to ensure that any trees supplied are appropriate and comply with the approved plans. The entrance has been moved to a more central position, due to the change in levels around the shed area, where there had previously been a significant step. Grasscrete has been installed and regrading works have been undertaken. It was noted that the works completed to date would assist in obtaining a more accurate cost for Phase 2. The Chair reported that potential suppliers of bird and bat boxes had been identified through contacts made at a recent Moorlands Climate Action meeting and that these could potentially be sourced at a favourable cost.

9. Local Government Reorganisation

a. North Staffordshire Unitary Authority - The Council noted the Government's decision to establish a North Staffordshire Unitary Authority comprising Staffordshire Moorlands, Newcastle-under-Lyme and Stoke-on-Trent.
b. Mutual Ventures Consultation - The Chair thanked Cllr Houston-Smith for preparing the notes following the councillors' meeting held on 27th July 2026. The meeting was considered productive and positive, with discussions focusing on the aspirations and priorities of the Parish in relation to Local Government Reorganisation. Cllr Houston-Smith invited councillors to identify any further amendments or omissions, with the opportunity to review the response again in September. Councillors agreed that local amenities should be specifically identified, including the physiotherapy, doctors, pharmacy and hearing centres. It was noted that the consultation response had been submitted within a tight deadline.

10. Administrative

a. Noticeboards - The Chair reported that all new parish noticeboards had now been installed. The following allocations were agreed:

- Moss Hill, Stockton Brook – Cllr Adams
- Tompkin Road, Stanley – Cllr Taylor
- Station Road Memorial Park, Endon – Cllr Walker
- The Village, Endon – Cllr Pugh
- High View Road, Endon – Cllr McCann
- The Fountain, Endon – Cllr Richards
- Display Unit - Station Road, Endon – Cllr S. Sillitoe and Cllr J. Sillitoe

Jim currently holds the keys for the two recently installed noticeboards. The Clerk will arrange for duplicate keys to be made for councillors who have taken responsibility for individual noticeboards. Councillors agreed that community groups should submit posters for events with sufficient notice to allow them to be displayed and viewed by the community. A minimum of two weeks' notice was suggested. It was agreed that information on the process for submitting community notices, including the relevant timescales, should be publicised on the Parish Council's Facebook page. It was agreed that the noticeboards would be used for Parish Council and community events only, rather than business and political advertising. Cllr Cowles suggested that a process could be established whereby community groups wishing to display posters attend the monthly Parish Council meeting instead to submit their posters and this was agreed.

11. Planning

Application No.	*Location*	*Proposed Development*
a. SMD/2026/0297	Land North of Fair View, Ball Lane, Brown Edge	**Proposal:** Erection of shepherd's hut to provide holiday accommodation (retrospective) **Comment:** Cllr Clulow discussed the retrospective application for the existing shepherd's hut. The site is located in a rural area on its

		own plot and is well screened by existing hedging. Highways had raised no concerns and there is sufficient parking. Potential noise impacts on neighbouring properties were discussed. Given the accommodation is limited to one bedroom, significant noise was not anticipated, with the applicant responsible for managing any noise. There was some concern that approval could lead to further similar accommodation on the site. However, given the isolated location, existing screening and limited scale of the proposal, no significant impact on neighbouring properties was identified. **Resolved:** No objection
b. SMD/2026/0287	Ladyview Kennels, Hole House Lane, Endon	**Proposal:** Lawful development certificate for an existing use of a field **Comment:** Cllr Clulow discussed that the application relates to the established kennels situated at the top side of Brown Edge, seeking a lawful development certificate for the use of an adjacent field for dogs kept at the kennels. The site is remote and the kennels are an established business. Councillors raised no concerns regarding the proposed use of the field. **Resolved:** No objection

2 members of the public left the meeting at 8:06pm.

12. Finance, Accounts & Expenses
a. The July bank reconciliation was approved.
b. The August payments list was approved.
c. The transfer of £11,000 from the Earmarked Reserves to the Community Current Account to cover the final invoice for Phase 1 of the Lawn Cemetery Extension project was approved.
Cllr Houston-Smith proposed and Cllr Walker seconded, all in favour.

13. Governance & Personnel
a. CiLCA Qualification - The Council considered a request to approve an additional £25 towards the cost of the Clerk undertaking the Certificate in Local Council Administration (CiLCA) qualification. The Clerk had applied to SLCC Education Trust for a grant towards the course fees and had been awarded £775. Since the application was submitted, the fee for the Autumn intake had increased to £800, leaving a shortfall of £25. Councillors agreed that the additional £25 should be approved to enable the Clerk to register for the Autumn CiLCA intake.
Cllr Houston-Smith proposed and Cllr Cowles seconded, all in favour.
The Chair requested that a Governance and Personnel working group meeting be arranged and Councillors were asked to remain after the meeting to discuss and agree a suitable date.

14. Lengthsman's Team Maintenance
The Chair provided an update on the Lengthsman's current work. It was noted that he had been unwell over the previous two weeks and had recently started new medication. It was agreed that his wellbeing should be kept under review, particularly during periods of hot weather given the nature of the work undertaken.

- **Cllr Houston-Smith** asked whether the mowing regime currently on the Lengthsman's schedule was necessary at this time. The Chair advised that the Lengthsman would use his discretion to determine which areas required attention during periods of hot weather. It was further reported that the Lengthsman had been watering the newly planted trees along the A53 but unfortunately, a number of the saplings planted along the roadside may not survive due to the recent heat waves.
- **Cllr Adams** raised concerns regarding the condition of some of the roadside trees and suggested that residents living opposite the trees could be encouraged to water them where possible.

- **(District) Cllr Porter** advised that Moorlands Climate Action had recently appealed to residents via Facebook to water any newly planted trees and plants in their area. He also reported that the bridleway near Hazelwood Road was significantly overgrown and required attention from Staffordshire County Council. Cllr Porter had reported the issue and encouraged other councillors too do so.
- **Cllr Richards** reported concerns regarding the conifers alongside The Plough Pub, noting that a large branch had recently fallen in front of her husband's vehicle. Cllr Houston-Smith advised that he had previously raised the matter with The Plough and would raise it again, noting that the premises were currently without a manager.
- **Cllr Cowles** reported that a large tree, approximately 20 feet in length, had fallen from the John Emery land and was obstructing Footpath 72. The Lengthsman team will investigate the obstruction. The Chair noted that the condition of the John Emery land remained a concern, particularly in relation to public safety.

15. Reports

a. District and County Councillor Reports

District reports from (District) Cllrs Jebb, Flunder and Porter were circulated to councillors by the Clerk prior to the meeting and uploaded to the Parish Council website.

b. Councillor Reports

- **The Chair** raised concerns regarding the water supply in the office and had contacted former councillor Mark Simcock for advice regarding the plumbing arrangements following the separation of the tearoom and office. The Chair suggested arranging for the office water to be sampled by the same company that tests the water at Endon Well, to establish whether there are any issues with the supply. It was also suggested that the tearoom water should be checked. Councillors suggested contacting Severn Trent initially instead. Cllr Houston-Smith suggested that there could be an issue from the stopcock and did not anticipate that there would necessarily be anything untoward with the water. Cllr Adams noted that lead can sometimes become encrusted within pipework. The Clerk has placed a notice advising office users not to drink the water until the matter has been investigated. It was agreed that bottled drinking water should be provided for office users in the meantime. (District) Cllr Porter suggested contacting Severn Trent via its dedicated council contact to seek a quick resolution. The Chair also raised the issue of office waste being taken home by the Clerk and suggested that a small office bin be purchased, at an estimated cost of £40–£50, with the Lengthsman to collect the waste on Wednesday's.
- **(District) Cllr Porter** provided an update regarding the potential installation of additional defibrillators within the parish. He had held discussions with AED Donate regarding the possibility of installing a solar-powered defibrillator, which could potentially be the first of its kind in the Moorlands. The solar-powered unit would cost approximately £3,000, compared with approximately £2,000 for a standard defibrillator. Hillswood Jubilee Park was suggested as a possible location for the solar-powered unit. Potential funding sources are also being investigated, with the disbanded BEE First Responders group advising that they are able to supply the funding. It was agreed that the matter would be discussed in more detail at the next Amenities working group meeting, with a formal proposal to be brought to the September council meeting. AED Donate would be invited to attend a future meeting to provide further information if required.
- **Cllr Walker** reported that, having regularly taken her children to Hillswood Jubilee Park, she had noticed a number of broken sections and posts on the play equipment. She suggested that a working party could be arranged to inspect and make a list of the issues. Cllr Porter offered to assist. Cllr Walker further reported on the ongoing research to the Endon Archives at Endon Village Hall. She asked whether the Endon Action Group was still operating and who should be contacted regarding the group. Cllr Jebb confirmed that the group remains active and advised that she or the Chair, Betty Holdcroft, could be contacted.
- **Cllr Adams** suggested creating a clear map showing local amenities for residents and visitors, including bus stops, footpaths and the locations of defibrillators. An A4-sized map was suggested, using an Ordnance Survey map as a base and printed using non-fading ink. The Chair suggested that Cllr Adams could look into designing the map. It was noted that previous councillors had undertaken considerable work identifying and outlining local footpaths.

- **(District) Cllr Jebb** requested an up-to-date list of the current working groups which the Clerk will provide.

16. Correspondence

- **Merchant Navy Day – 3rd September:** The Council has a flag to raise to commemorate the day and it was suggested that a short ceremony be held at the flagpole at Station Road Memorial Park with a time to be confirmed. Additionally, SMDC are holding an event at Moorlands House, Leek at 10am with guests to arrive by 9:45am.
- **Wicksteed:** A representative from Wicksteed has advised they have a new range of equipment suitable for ages 12+. It was noted that there is currently no budget available for new equipment. The Clerk has enquired about inspections at both Hillswood Jubilee Park and Station Memorial Park, at an estimated cost of approximately £150 per park. Cllr Cowles noted that Wicksteed may have small football pitch ideas within its portfolio.

Meeting ended at 8:35pm

Date of Next Meeting:
Tuesday 8th September 2026, Endon Methodist Church at 7.00pm – Ordinary Meeting

Chairman Name	Signature	Date of Approval