



Essington Parish Council – Management Meeting Minutes

Date: Monday, 17 November 2025

Time: 6:30pm

Location: Council Chamber

1. Exclusion of Press and Public

The Chairman advised that, due to confidential business in Items 14 and 15, members of the press and public were excluded in accordance with the Public Bodies (Admission to Meetings) Act 1960, Section 1(2).

2. Public and Press Participation

No requests were received. No public participation took place.

3. Minutes of the Previous Meeting

The minutes of the meeting held on 20 October 2025 were approved as a true and accurate record.

Proposed by Warren, seconded by Annie; all in favour.

4. Matters Arising

There were no matters arising.

5. Attendance

Present: Cllrs. Chris Steel (Chair), Hilary Southern-Dibble (Vice Chair), Warren Fisher, Annie Phillips, Joy Markiewicz, and James Parker.

Also present: Louise Tipler (Clerk) and Joe Yates (Admin Assistant).

Apologies: Cllrs. Gill Kelly and Ken Moseley.

6. ECC

a. Community Centre – Alarm & CCTV

Alarm works for the porch area are being chased. A sensor in the anteroom requires relocation.

b. Car Park Curb & Bollards – Quote

To be ratified at Full Council.

c. Electricity Meters & Sub-meters

Contractor quote received.

Proposed by Chris, seconded by Warren; all in favour.

d. War Monument

To be discussed under Item 13.

e. Overhead Barrier – One-Way System (Main Entrance to Medical Centre)

To remain on the agenda.

f. Tree Maintenance Regime

To remain on the agenda.

g. Tree Policy

to Remain on the Agenda

h. Car Park – Alleged Accident

Clerk to respond to insurers; reported damage is inconsistent with claim.

i. Community Newsletter

To remain on the agenda for March 2026.

j. Ezz Fest

To remain on the agenda.

k. Celebration in the Community

Invitations to be issued.

l. Solar Farm

No update; item to remain on the agenda.

m. Member ID Cards

Admin to progress.

n. Consideration of SIDS Posts – Bognop Road

To be discussed under Item 13.

o. Christmas Lights Replacement

To be discussed under Item 13.

p. Parish Office Computer Equipment

Councillors agreed to replace office IT equipment.

q. Finger Post – Brownshore/Kitchen Lane Junction

To be discussed under Item 13.

r. Remembrance Poppy Display 2026

To be discussed under Item 13.

s. Internal Audit/Auditor

To be ratified at Full Council.

7. Broad Lane

Posts and SIDS – To be discussed under Item 13.

8. Westcroft

Fingerpost requires repair or replacement.

9. Wyrley Juniors / Teddy Bears

A letter has been received regarding trees behind the nursery. Tree Warden James Parker will visit the site.

10. Kelly Tots

To remain on the agenda.

11. 1911 Café

a. Additional Space

Rent to be charged from April. PAT testing required for all appliances. LED light to be fitted in the pantry, a socket requires repair in the kitchen area; quote to be obtained for fire-door replacement with UPVC.

b. Ventilation

To be discussed under Item 13.

12. Swan Park

All items are on order. Notice to be posted on Essington Live once works commence.

13. Essington Pools

a. Bailiff

The new Bailiff will attend the Pools Committee meeting on 11 December 2025.

b. Payment System

Switch from Stripe to Clubmate approved; privacy policy to be updated.

14. Budget 2026/27

Initial suggestions noted; further discussion to take place at the next appropriate meeting.

Hilary left the meeting at 20:20 and returned at 20:23.

15. Medical Centre – Closed Session

No change to the current situation.

16. Land Titles – Closed Session

To remain on the agenda.

Meeting Closed: 20:48