

MINUTES OF THE MEETING HELD ON THE 1ST JUNE 2021 AT CHURCH EATON VILLAGE INSTITUTE

PRESENT: Parish Councillors Mrs S. Dodd (Vice Chair) and Mrs K. Reeves, Messrs D. Massie, S. Moore (Chairman), Staffordshire County and Stafford Borough Councillor Mark Winnington, two members of the public and the Clerk, Mrs D. Key.

APOLOGIES: These were received from Parish Councillors P. Bailey and Andrew Brown and Stafford Borough Councillor Mr R. Sutherland.

MINUTES: There was a minor revision to the minutes from the meeting held on the 4th May 2021. The Parish meeting year reference was changed to 2021. These were then approved as a true record and proposed for approval by the Chairman Councillor Moore and seconded by Councillor Reeves. All were in favour.

MATTERS ARISING: Any matters arising were taken as they appeared on the agenda.

LATE ITEMS: The Chairman reported on the recent bogus emails which were purported to be from the Chairman but which were obviously due to an email scammer. The Chairman in conjunction with Mr Jon Gibbs were to look into creating a common email address to avoid any further impact from scamming.

OPEN FORUM: This was not required on this occasion.

PARISH COUNCILLOR VACANCY: The Clerk reported that she had now received three expressions of interest following advertising the vacant position. A deadline of Tuesday June 21st 2021 had been set for any interested parties to contact the Parish Council via the Clerk. After this the Clerk was to contact any interested parties and to invite them to attend the next Parish Council in July.

NEIGHBOURHOOD WATCH: Mr John Edwards reported that he would still like to hold a public meeting regarding the Scheme in order to highlight the various issues and areas of concern, possibly in September subject to COVID-19 regulations hopefully being eased. John was hopeful that this meeting could extend to inviting social media contacts/administrators to look at polarising Neighbourhood Watch matters.

CHURCH EATON VILLAGE PLAYGROUND: The village playground had now been re-opened following the display of new COVID-19 disclaimer notices. Councillor Paul Bailey had replaced the flat swing seats and cleaned the equipment. Councillor Karen Reeves had returned the inspection book and the Chairman Councillor Simon Moore was to continue with weekly inspections for the forthcoming month.

Councillor Reeves reported that the hedging around the triangular vehicle warning sign near to the playground needed pruning back and as a result the Chairman stated that he would inspect this.

An annual playground inspection and risk assessment were discussed and the Clerk was to contact the Staffordshire Parish Councils Association to see if they could recommend somebody reputable to carry out this work. Councillor Bailey on his

return from holiday was also to look at finding an assessor and costs etc. Weekly inspections were to be continued on the usual rota basis by Parish Councillors.

PLANNING: Since the last meeting when the Clerk reported that she had contacted the Borough Council's Planning Department to request that the Parish Council adopt the telephone kiosk, there had been no updates.

There had been no new planning applications.

MOBILE PHONE COVERAGE: The Clerk had now received from Sir William Cash MP a copy of the letter forwarded from the Chief Executive of Staffordshire County Council in response to the Parish Council's original enquiry about poor mobile phone coverage in the Church Eaton area. This letter detailed proposals going forward but it would seem that these proposals were very long term so the Chairman was to draft up a suitable response with further queries.

It was also reported that there had been a growing number of local residents who had taken part in the online survey Mr Jon Gibbs had added to the Parish web site whereby residents could report mobile phone reception issues and information. The Clerk was asked to reiterate this information in the next edition of the Parish Magazine and urge anyone having mobile phone reception issues to complete the survey.

HIGHWAYS: Staffordshire County and Stafford Borough Councillor Mark Winnington was in attendance and several highways matters were discussed which Councillor Winnington was asked to chase up along with Mark Keeling, Community Infrastructure Liaison Manager at Staffordshire County Council. This included the ongoing issue surrounding the large pothole adjacent to Mr and Mrs Skelton's property at Marston. The Chairman had reported the damaged broken rails at the bridge on Birchmoor Road. Following the easing of lock down it was suggested a ward inspection of roads and other highways matters could take place so that various works could be identified and addressed.

Speeding traffic in the High Street was also discussed and Councillor Winnington was to look into the Parish Council obtaining speed activated vehicle signs which might be on a shared basis with other parishes. During this discussion the Clerk reported she had not yet sourced a supplier of wheelie bin speed stickers. It was also suggested that a local speed watch group could be set up. It was agreed to add this item to the July agenda for further discussion and action.

FLOODING ISSUES HIGH STREET: The Chairman had not received any updates but was to contact Mrs Julie Howarth to see whether she knew of any developments. The Chairman would continue to monitor the situation.

VILLAGE MAP: Following the last meeting Mr John Edwards had obtained several quotations for re-printing the village map. Mr Print It had quoted £18.00 and it was proposed by Councillor Reeves that Mr Edwards should go ahead and order a re-print. This was seconded by Vice Chairman Dodd. All were in favour. The Clerk asked Mr Edwards to forward the invoice so that he could be reimbursed.

FINANCE: The Clerk confirmed that she had sent the completed the annual exemption certificate to the Mazars the auditors. Helen Bellamy had now undertaken the internal audit of

the accounts and had not reported any queries. The Clerk was to arrange for a notice relating to the exercise of public rights to inspect the accounts to be published. The accounts would be available for inspection for a period of 30 working days. The annual governance statement 2020/2021 and accounting statements 2020/2021 were proposed for signing by Vice Chairman S.Dodd, seconded Councillor Reeves. All were in favour. These were signed by the Chairman and Clerk as Responsible Financial Officer. These along other documents relating to the audit notice were to be displayed on the Parish web site. It was proposed by the Chairman that Mrs Helen Bellamy was to be paid her audit fee of £60 which Mrs Bellamy always liked to be made to Church Eaton Primary School PTA as a donation towards funds. This was seconded by the Vice Chairman. All were in favour.

The Chairman had now obtained a form from HSBC to have his signature added to the mandate. This was proposed for signing by Councillor Reeves and seconded by the Vice Chairman Councillor S.Dodd. All were in favour.

CORRESPONDENCE: The Clerk had received notification from the County Footpaths Team that necessary repairs to the stiles on Footpath 10 would be undertaken within the next twenty weeks.

All other items of correspondence had been forwarded to members as it had arrived.

It was agreed that the next meeting of the Parish Council would be held on Tuesday 6th July 2021 at 7.30 pm in the Village Institute. The meeting closed at 21.05pm.