

**MINUTES OF THE MEETING HELD ON THE**  
**3<sup>RD</sup> MAY 2022 AT CHURCH EATON**  
**VILLAGE INSTITUTE**

**PRESENT:** Parish Councillors Mrs S. Dodd (Vice Chair) Messrs P. Bailey, A. Brown, J. Gibbs, S. Moore (Chairman), Staffordshire County Councillor and Stafford Borough Councillor, Mr M. Winnington, three members of the public and the Clerk, Mrs D. Key.

**APOLOGIES:** These were received from Parish Councillor D. Massie and Stafford Borough Councillor Mr R. Sutherland.

**MINUTES:** The minutes from the meeting held on the 1<sup>st</sup> March 2022 were proposed for approval by Councillor Gibbs and seconded by the Councillor Brown. All were in favour.

**MATTERS ARISING:** There were no matters arising.

Any other matters arising from the previous meeting were taken as current agenda items.

**ELECTION OF CHAIR AND VICE CHAIR:**

Councillor Simon Moore was proposed for re-election as Chairman by Councillor Gibbs and seconded by Councillor Dodd. All were in favour. There were no other nominations so Councillor Simon Moore was duly re-elected as Chairman. The Chairman proposed Councillor Dodd be re-elected as Vice Chair which was seconded by Councillor Gibbs. All were in favour. Councillor Dodd was duly re-elected as Vice Chair. There were no other nominations.

**LATE ITEMS:** A recent enquiry from a local resident about the mowing of verges and the playground had been received. The Chairman was to contact this resident to explain what mowing arrangements were in place and that the Parish Council has no involvement with grass cutting of the village verges or roadside verges outside the village. The Chairman was also to send a website link to obtain the further information requested about the number of contractors employed by Borough and County Council who maintain the verges. Stafford Borough Councillor Mark Winnington had also assisted with this request.

Councillor Gibbs reported that the temporary road closure request for the forthcoming Platinum Jubilee celebrations was confirmed and that while originally a charge was to be attached this had now been waived.

**OPEN FORUM:** Mr and Mrs Annis were in attendance as representatives of the Village Institute who were requesting financial assistance from the Parish Council in regard to the continuing refurbishment of the institute windows. Following a lengthy discussion, with questions raised about funding from members of the Council, the Chairman thanked Mr and Mrs Annis for their attendance and stated that the Parish Council would consider their request but a donation might be limited due to restricted Parish Council funds.

Mr John Edwards reported on his progress with setting up a Church Eaton specific WhatsApp Group which would be suitably named 'Church Eaton notices'. He was

now trialling the Group with a few invited recipients in order to roll this out more fully. The Parish Council again offered to support Mr Edwards with the setting up and publicity of the new group. The Chairman thanked Mr Edwards for his effort in this matter.

**COMMUNITY SPEEDWATCH SCHEME:** Due to the Parish Council meeting in April being cancelled and a full agenda for this meeting, it was agreed to defer discussing the setting up of a Community Speedwatch Scheme until the June meeting.

**PARISH COUNCIL VACANCY:** One expression of interested had been received, but it was agreed that advertising the vacancy would continue until the end of May with interested parties invited to attend the June meeting so as to meet members of the Council and introduce themselves and discuss their interest in becoming a Parish Councillor.

**CHURCH EATON VILLAGE PLAYGROUND:** Councillor Brown reported that, since the last meeting, he had continued carrying out the weekly inspections. He reported that the playground was in good order with just a small amount of litter and that the equipment was in good condition. It was however noted that the new bolt heads on the balancing trail tyres required smoothing down which the Chairman volunteered to undertake. Councillor Brown kindly volunteered to carry out inspections for the forthcoming month.

There was no update from former Councillor Mrs Karen Reeves as to the planting of two new trees within the playground. The parish Council would wait to hear from Karen on this matter.

**PLANNING:** There had been no one planning applications or matters raised.

**HIGHWAYS:** The Chairman had reported some pot hole in Birchmoor Lane for emergency repairs.

**FLOODING ISSUES HIGH STREET:** There had been no flooding matters raised but that this matter was still being monitored.

**DECOMMISSIONED TELEPHONE KIOSK MARSTON:** There were no updates on this.

**DEFIBRILLATOR TRAINING:** The Clerk had contacted Mr Martin Watson about arranging training/refresher courses for the use of defibrillators and was to contact him again towards the end of May about dates for June 2022.

**FINANCE:** Payment was approved for the following:

- |                           |         |
|---------------------------|---------|
| • Hire of Institute       | £20.00  |
| • Bolts Balancing Trail   | £23.72  |
| • Clerk's Expenses        | £97.62  |
| • SPAC Membership         | £161.52 |
| • Marston Trough Expenses | £5.98   |
| • JWH Grass Cutting       | £55.00  |

These were proposed for payment by Councillor Brown and seconded by Councillor Dodd. All were in favour.

Councillor Brown had been making good progress with the financial budget forecasting. The Clerk was to send Councillor Brown some further figures to assist with this. The Chairman requested that Councillor Brown put his findings into a spreadsheet to circulate amongst members.

The Clerk presented the annual audit accounts for the Parish Council to approve. The exemption certificate was approved for signing by the Chairman which was proposed by the Vice Chair Councillor Dodd and seconded by Councillor Gibbs. The Clerk confirmed that Helen Bellamy had agreed to undertake the annual internal audit.

The Clerk reported she had completed the final stage of the HSBC Safeguard Review process which took place by a telephone appointment on 5<sup>th</sup> April.

Following the request by Mr and Mrs Annis on behalf of the Village Institute for financial support for the proposed window replacements it was agreed to give an initial donation of £250. Following Councillor Brown's forecasting it was hoped that a further donation might be possible. This was proposed by Councillor Dodd seconded by Councillor Gibbs. All were in favour.

**CORRESPONDENCE:** All items of correspondence had been forwarded to members as it had arrived. The Chairman had received an invitation to the annual Borough Mayor Making Ceremony in May.

It was agreed that the next meeting of the Parish Council would be held on Tuesday 7<sup>th</sup> June 2022 at 7.30 pm in the Village Institute. The meeting closed at 9.30pm.