

MINUTES OF THE MEETING HELD ON THE
7th JUNE 2022 AT CHURCH EATON
VILLAGE INSTITUTE

PRESENT: Parish Councillors Mrs S. Dodd (Vice Chair) Messrs P. Bailey, A. Brown, J. Gibbs, D. Massie, S. Moore (Chairman), three members of the public and the Clerk, Mrs D. Key.

APOLOGIES: These were received from Staffordshire County Councillor and Stafford Borough Councillor, Mr M. Winnington, and Stafford Borough Councillor Mr R. Sutherland.

MINUTES: The minutes from the meeting held on the 3rd May 2022 were proposed for approval by Councillor Sheila Dodd and seconded by the Councillor Gibbs. All were in favour.

MATTERS ARISING:

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

LATE ITEMS: A brief discussion ensued concerning a web site template which was available from the Staffordshire Parish Councils Association

OPEN FORUM: Mr and Mrs Whittingham were in attendance and wished to express concerns over the speed of traffic passing their property located at Eaton Green along with the impact that heavy machinery was having on the road surface. The Chairman and Councillor Gibbs were to go and inspect the road. The Clerk was to mention concerns over traffic speed to the local Police Community Support Officer (PCSO).

CO OPTION OF PARISH COUNCILLOR: Mr Alex Lloyd who, had expressed interest in being considered for co-option on to the Parish Council, was in attendance. Mr Lloyd gave a short presentation about himself including his career to date, his interests and home life and how he wished to become more involved in the local community. The Chairman thanked Mr Lloyd for his attendance and Mr Lloyd then left the meeting leaving the Parish Council to discuss his co-option. It was proposed by the Councillor Dodd to co-opt Mr Lloyd as a member of the Council which was seconded by Councillor Bailey. All were in favour. The Chairman was to contact Mr Lloyd to inform him of this decision. The Clerk was to notify the Borough Council Elections Office of this appointment.

COMMUNITY SPEEDWATCH SCHEME: The Chairman had spoken with Mr and Mrs Byford who had expressed interest in helping to set up of a Community Speed Watch Group. Mr Byford proposed getting in touch with the local PCSO. The setting up of a Group was to be included in the agenda for the July meeting where it was hoped this matter could be progressed further.

CHURCH EATON VILLAGE PLAYGROUND: The Parish Council were indebted to former Councillor Mrs Karen Reeves who had now obtained and planted two new trees for the village playground as part of the Queen's Green Canopy project. Arrangements were to be made to ensure that the trees were adequately watered during the summer months, especially during this dry weather.

The Chairman confirmed that he had, since the last meeting, smoothed down the bolt heads on the replacement tyres for the balancing trail. He had also continued work stripping the paint of the railings.

Councillor Brown was thanked for undertaking the weekly playground inspections over the last few months. Councillor Gibbs took the inspection book for the forthcoming month.

PLANNING: There had been no planning applications or matters raised since the last meeting.

HIGHWAYS: It was reported that due to bridge repairs at Apeton there would be a road closure from the 20th June until 11th July.

FLOODING ISSUES HIGH STREET: The Chairman and Councillor Gibbs had carried out more remedial work on the local watercourses. It was reported that jetting had been carried under the High Street and Smithy Croft. Some gully sucking had also taken place but Councillor Bailey noted that not all of these had been cleared. There had been no flooding matters raised but that this matter was still being monitored.

DEFIBRILLATOR TRAINING: The Clerk had now had a reply from Mr Martin Watson about arranging a defibrillator training/refresher course. Mr Watson was unable to undertake the training himself but had arranged for a colleague to do so. The Clerk was to send Councillor Gibbs a copy of the email and to arrange a suitable date for some time in July.

FINANCE: Payment was approved for the following:

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| • Hire of Institute June | £20.00 |
| • Trough Planting Mr & Mrs Byford | £112.00 |
| • JWH Grass Cutting | £110.00 |
| • Troughs Marston J Gibbs | £15.23 |
| • Karen Reeves Trees for Playground | £93.50 |
| • Helen Bellamy Internal Audit Fee | £60.00 |

These were proposed for payment by the Chairman and Vice Chairman. All were in favour. Thanks were expressed to Mr and Mrs Byford for their replanting of the Church Eaton troughs and the residents of Marston for their work on their troughs.

Councillor Brown had continued making good progress with the financial budget forecasting and gave a concise presentation of his findings and had emailed members spreadsheets with a breakdown of his work. This was to be discussed at the next meeting.

The Clerk reported that Mrs Helen Bellamy had now completed the internal audit of the accounts for 2021/2022. The Annual Internal Audit Report; Annual Governance Statement; Accounting Statements; an analysis of variance; bank reconciliation and the notice for the period for the exercise of public right would be published on the Parish website. The accounts would be available for public inspection for a period of 30 working days commencing on the 28th June 2022 until 8th August 2022.

The Clerk was to email Mazars (the auditors) the completed exemption certificate which was approved for signing by the Chairman. This was proposed by Councillor Dodd and seconded by Councillor Gibbs.

The Clerk reported she had received a telephone call from Debbie Boyce from the Bradford Estates who wished to make a financial donation to the Parish Council to benefit the local community. Following a short discussion the Clerk was asked to contact Debbie to find out more as to what would be considered a suitable project and what further information the Bradford Estates might require.

CORRESPONDENCE: All 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 5th July 2022 at 7.30 pm in the Village Institute.

The meeting closed at 9.15pm.