

**APPROVED MINUTES OF THE MONTHLY PARISH MEETING**  
**HELD ON THE 4<sup>th</sup> JUNE 2024**  
**AT CHURCH EATON VILLAGE INSTITUTE**

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

**APOLOGIES:** These were received from Staffordshire County Councillor, Mr Mark Winnington.

The Chairman opened the meeting at 7.30pm and welcomed everyone to the meeting. He also provided an overview of the agenda and when the public were welcome to participate.

**MINUTES:** The minutes from the previous meeting held on the 7<sup>th</sup> May 2024 were proposed for approval by Councillor Dodd and seconded by the Chairman. All were in favour.

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

**LATE ITEMS AGREED BY THE CHAIR:** Councillor Gibbs reported that the recent Civic Amenity visit had gone well with no issues.

**OPEN FORUM:** A group of parishioners from Apeton were in attendance and provided further information and raised questions about the ongoing use of Apeton Manor Farm as a care home. The Borough Council Planning enforcement officer had been contacted and despite visiting the site, it was still not clear that planning permission for a change of use was required. Neighbours to the property were still experiencing visits at all hours from visitors trying to find the farm. This was the direct result from the property having no signage which a local resident had reported to the care home staff. As a result, it was agreed that the Vice Chair would visit the property and ask for more information and clarity as to the current operation and notify the home about the need for signage.

A local resident requested an update and advice about flooding issues. Councillors Gibbs and Massie were able to provide some historic information about flooding issues in the area and also advise on actions going forward especially in regard to a neighbouring culvert/drain which might need some attention to improve water flow.

There was an enquiry relating to the new telecommunications mast located on the verge at the Woollaston Lane turn. The Chairman reported that the mast would be operational in late summer 2024.

**COMMUNITY SPEEDWATCH SCHEME (CSW):** The Chairman that some of the CSW signs had now been put up at various entry points to the Village. CSW patrols were to resume shortly.

**C.E.V PLAYGROUND:** The Vice Chairman reported that the grass has been cut to a good standard and that there was some litter that has been removed. The Chairman confirmed that a council working group was being established to remediate the risks identified in the latest safety report. The Parish Council had received some good suggestions for play equipment and

use of the playground which will be considered in future planning decisions. Councillor Gibbs had discussed the playground trees with a tree surgeon.

**PLANNING:** There were no new planning applications for the Parish Council to report on. Borough Councillor, J.Rose had emailed the Parish Council in relation to the recent visit to the wooden structure/building which had appeared on the canal bank near to Little Onn. Councillor Rose had discussed this matter with planning enforcement and had now concluded that the building would not require planning permission as long as it was not sold/let out to an individual not part of the household. The Parish Council were still unsure about this and were to seek further clarification. .

**HIGHWAYS:** The Chairman reported on his meeting with Diane Firkins from Staffordshire County Council Highways to discuss and inspect the general condition of the roads within the Parish and to request an update on the proposed repairs to Apeton Ford.

The drain adjacent to Meadowside, Little Onn Road has now been located and a gulley emptying team would be employed to attend this, as well as the one on the opposite side of the road. Two blocked drains at Marston have now been classified as urgent and would also be attended to. Three sections of the Little Onn Road which were in poor condition were also inspected and the worst potholes prioritised for repair.

The road down to Apeton Ford is to remain closed for the time being and repairs undertaken when the water level had lowered in drier weather.

**FINANCE:** The Clerk reported that Mrs Helen Bellamy had now completed the internal audit of the accounts for 2023/2024 and was satisfied with the accounts, the associated financial paperwork and undertakings. Accordingly Mrs Bellamy had signed the Annual Internal Audit Report. The Certificate of Exemption for Smaller Councils was proposed for signing by the Chairman and was seconded by Councillor S.Dodd. All were in favour. The Annual Governance Statement and Accounting Statements were also signed by the Chairman and Clerk/RFO, ahead of these being published on the Parish web site along with the notice for the period for the exercise of public right to examine the accounts. The accounts will be available for inspection for a period of 30 working days commencing on the 28<sup>th</sup> June 2024 until 8<sup>th</sup> August 2024.

The following invoices were proposed for payment by Councillor Dodd, seconded by Councillor Gibbs. All were in favour.

- JWH Playground Grass Cutting £165
- Mr C Byford Trough planting Church Eaton £91.99
- Simon Moore Clips Bolts (CSW signs and playground repairs) £46.79

The Clerk had received an invoice amounting to £236 for both Civic Amenity visits 2024. It was agreed that the clerk would pay half of this for the visit in May and the balance when the October visit has taken place.

**CORRESPONDENCE:** The Chairman and Councillor Dodd had attended the recent mayor making ceremony. All other correspondence had been forwarded to members of the Council. These included final Boundary recommendations from the Boundary Commission. The Clerk had confirmed the Chairman's contact details with the SPCA.

**DATE OF NEXT MEETING:** The next meeting will be held on the 2<sup>nd</sup> July 2024 at the Village Institute.

The meeting closed at 8.40pm.