

**APPROVED MINUTES OF THE MONTHLY PARISH COUNCIL MEETING**  
**HELD ON THE 6<sup>TH</sup> JANUARY 2026**  
**AT CHURCH EATON VILLAGE INSTITUTE**

**PRESENT:** Parish Councillors, Mrs S.Dodd, Messrs A.Brown, J.Gibbs (Vice Chairman). A.Lloyd, S.Moore (Chairman), B.Sharratt, Staffordshire County Councillor and Stafford Borough Councillor, Mr J.Rose, the Clerk Mrs D.Key and seven members of the public.

**APOLOGIES:** There were apologies from Parish Councillor D. Massie.

The Chairman, Councillor S.Moore welcomed all those present including wishing everybody a Happy New Year and opened the meeting at 7.30pm.

**MINUTES:** The minutes from the previous meeting held on the 2<sup>nd</sup> December 2025 were proposed for approval by Councillor B.Sharratt and seconded by Councillor A.Lloyd. All were in favour.

**MATTERS ARISING:** Vice Chairman Councillor J.Gibbs had spoken with a representative from Street Scene to obtain a new litter bin for a suitable location on the High Street following concerns raised at the previous meeting about insufficient litter bins for dog fouling bags.

**LATE ITEMS AGREED BY THE CHAIR:** There were no late items.

**OPEN FORUM:** The resident of Laurel Cottage had contacted the Parish Council about the recent flushing of mains water pipes by Severn Trent Water who had left behind bales of straw which he had now removed from the ditches. The Chairman thanked him for doing this and also confirmed that he had notified the County Flood Team (FAIR) about this matter. Staffordshire County and Borough Councillor Jack Rose encouraged residents with concerns to report them to the relevant bodies and to contact him if there were no responses.

The recent flash flooding on various roads in the parish was discussed although a lot of these floods had disappeared quite quickly.

Mr Steven Caplan had notified the Parish Council about a public enquiry that would be taking place in February over the Village Green application for the Glebelands Sports Field he had submitted some time ago. Accordingly, he had forwarded a copy of the Inspectors Directions for the Parish Council's information. The Chairman thanked Mrs Helen Caplan who was attending the meeting in Mr Caplan's absence, as part of this information sharing update.

**C.E.V. PLAYGROUND:** Councillor B.Sharratt reported on his latest weekly inspections and was thanked by the Chairman for carrying these out and especially for filling in the holes left by the tree stumps. Councillor A. Brown was next on the rota to carry out weekly inspections and took the inspections sheets.

**HIGHWAYS:** The Chairman had reported more concerns over potholes to County Highways. Stafford Borough and County Councillor, Jack Rose mentioned the overgrown hedge at Allimore Green. Councillor Rose had visited the property but was unable to speak with the owner and so had put a note through the door politely asking for the hedge to be trimmed. Councillor Rose stated that this situation was to be monitored and if no improvement were made the County Highways Department would be contacted.

**PLANNING:** One planning application had been received since the last meeting (planning application reference 25/41322/FUL) at Manor Farm, Marston for the variation of condition 2 (on the previous application 24/39221/FUL). The Parish Council had no objections to this proposal.

**PARISH PLAN:** Following agreement to undertake a Parish Plan at the last meeting, the Vice Chairman reported on the progress that he had made so far. These included the development of a biographic history of Church Eaton and its various characteristics and other general information. A questionnaire had been created asking parishioners for their thoughts on a variety of parish matters such as services, housing, road usage, flooding etc. The Vice Chairman reported that the questionnaire could be completed anonymously and would be available to fill in online. A hard copy could be provided for parishioners to use if preferred. Stafford Borough and Staffs County Councillor, Councillor Jack Rose was asked if anyone in the Borough Council had to be notified and he advised that this was not necessary, but that he was now aware.

Councillor A. Lloyd thanked the Vice Chairman for all the hard work he had undertaken on this so far.

**INSPECTORS DIRECTIONS:** Following the discussion on this matter in the Open Forum Section, the Chairman stated that he would be happy to share this information to any interested parties at the request of Mr Steven Caplan although the Parish Council had no input nor authority relating to the application or its determination. The Chairman did ask Mrs Helen Caplan to request that Mr Steven Caplan updated the Parish Council on the outcome which she said you would do.

**FLOODING:** The Chairman had contacted the County Flood Team (FAIR) about the recent wet weather and the effect on the flood plain behind Smithy Croft which was now waterlogged. This was also not helped by water coming from a breach in the bank of the stream that runs from the canal.

**FINANCE:** Precept setting arrangements were discussed for the forthcoming financial year 2026 to 2027 and it was agreed that the Parish Precept should be increased. This was down to the fact that with rising costs and the expectation that new issues and initiatives would continue to arise over the coming years, it was generally felt that the Council would like to be better placed financially to address these matters. The Chairman thanked those parishioners who had responded to the Parish Council's request for comments on increasing the precept level - all of which were positive about doing so. After some discussion a figure of 11% was proposed by the Vice Chairman Councillor J.Gibbs and seconded by Councillor S.Dodd. All were in favour. The Clerk was asked to confirm this with James Bellingham the Borough Council's financial planning accountant dealing with this matter.

There were no invoices outstanding but the Clerk was to contact Jenny Annis about the next quarterly payment of the Village Institute hire fees and Christmas Tree donation. The Clerk also raised a query over the un-presented cheque to Gnosall and District First Responders. The Chairman had taken this matter up with one of their representatives who in turn was to find out what had happened to the cheque.

**CORRESPONDENCE:** The Clerk had again emailed the new PCSO Rebecca Justice notifying her of parish council meeting arrangements etc but had not received any response.

The Clerk had also emailed the Borough Council's Assistant Contracts Manager Becky Martin the agreement for the 2026 visits and had read the risk assessment. The elections office had notified the Clerk about receiving updates to the electoral register. An invitation had been received from the Borough Council for the Mayoral Quiz Night on 4<sup>th</sup> February with a RSVP date of the 23<sup>rd</sup> January 2026.

All other correspondence had been forwarded to members.

**DATE OF NEXT MEETING:** The next meeting of the Parish Council would be held on the February 3<sup>rd</sup> 2026 at 7.30pm in the Village Institute. The meeting closed at 8.40 pm.