

APPROVED MINUTES OF THE MONTHLY PARISH COUNCIL MEETING
HELD ON THE 2ND JUNE 2026
AT CHURCH EATON VILLAGE INSTITUTE

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

The Chairman Councillor S.Moore welcomed all those present, and opened the meeting at 7.30pm.

APOLOGIES: There were apologies from Stafford Borough and Staffordshire County Councillor, J.Rose.

MINUTES: The minutes from the previous meeting held on the 5th May 2026 were deemed as a true record and proposed for approval by Councillor A.Lloyd and seconded by Councillor, B. Sharratt. All were in favour.

The minutes from the Annual Parish meeting held on the 5th May 2026 were deemed as a true record and were proposed for approval by Councillor A.Lloyd and seconded by Councillor, B. Sharratt. All were in favour.

MATTERS ARISING: There were no matters arising.

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

OPEN FORUM: Concerns were raised over the sink hole in the High Street but sadly there was no update from Stafford Borough and Staffordshire County Councillor J.Rose on the proposed repairs. The Chairman reiterated that it had previously been agreed to complete the work by the 22nd June. As a road closure order would be required, the Parish Council were concerned this would be at a very busy time for the farming community and were requesting that an earlier start should be made. The Chairman had asked Jack Rose to look into requesting this. It was hoped that an update on this matter would be received shortly or at the very least by the next meeting.

There were several members of the public present who wished to object to the proposed planning application for 38 new dwellings on land at Malthouse Lane. The Chairman acknowledged these concerns and thanked them for their attendance and said that this matter was to be discussed by the Parish Council under the agenda item planning later in the meeting.

Mr Steven Rutherford raised the vacancy created on the Church Eaton Grammar School Educational Foundation Board of Governors by the recent passing of Councillor Sheila Dodd who had been a longstanding Parish Council nominated trustee. This matter was to be discussed at the next meeting. The Clerk was to inform the Borough elections office of Councillor Dodd's passing.

C.E.V. PLAYGROUND: Councillor A.Lloyd reported on his weekly inspections carried out during the previous month. He confirmed that he had carried out equipment checks and all were in good order and that the grass had been cut regularly. Councillor B.Sharratt was to conduct the playground inspections for the forthcoming next month.

PLANNING: Two new planning applications had been received since the last meeting. The first was for the installation of a third overhead conductor to the existing apparatus located on Little Onn Road (application reference: 26/42096/OHL). There were no objections made to this application.

The second application was for the development of 38 dwellings on Land at Malthouse Lane (application reference 26/41735/OUT). Councillors D.Massie and B.Sharratt declared an interest and took no part in the discussions or voting on this matter. The four remaining Councillors Chairman S.Moore, Vice Chairman J.Gibbs, A. Brown and A.Lloyd were unanimously opposed to the application with the Chairman proposing to object, seconded by the Vice Chairman and all in favour. Many reasons were cited for objecting but in general it was felt that the development was too large for the proposed site and its location would have a significant negative impact on the village of Church Eaton. The Chairman and Vice Chairman were to summarise the Parish Council's comments and observations which the Clerk was instructed to convey to the Planning Department at Stafford Borough Council.

HIGHWAYS: Chairman Cllr S. Moore had invited an update on the recent highways matters from Cllr J. Rose but unfortunately he was not in attendance at the meeting.

Following concerns raised by Councillor A.Brown over recent highways matters and particularly concerns over the poor standard of maintenance work on the various Parish highways, the Parish Council agreed to Councillor A. Brown's request to raise a freedom of information enquiry with County Highways. The Parish Council were grateful to Mr David Woodward who had supplied photographs of the recent poor surface dressing of the Church Eaton to Gnosall Road to support this request. The Clerk was asked to submit a request following information compiled by both Councillor Brown and Vice Chairman J.Gibbs.

While it was reported that some potholes had been attended to, including the very large crater at Marston, others had been marked for future repair. However, the Chairman reported that a lot of other significant pot holes remained unmarked and seemed to have been missed. The Chairman was to liaise with Staffs County Councillor, Jack Rose over this matter.

FLOODING: The Chairman updated the meeting on flooding matters. He reported that both the proposed works on the south of the village to improve the route of water and work around Smithy Croft had been postponed in order to avoid disturbing any ground nesting birds.

Following Councillor A. Brown raising a question about who was responsible for ongoing maintenance following the work being done, the Chairman reported that the FAIR Team were actively contacting riparian owners about their responsibilities for maintaining water courses under their individual ownership.

FINANCE: The Clerk reported that Mrs Helen Bellamy had now finished the internal audit for the last financial year 2025/2026 and that there were no matters arising from her inspection.

The Clerk confirmed that the AGAR Exemption Certificate was ready to be sent to Forvis Mazars following signature by the Chairman and agreement of the Parish Council. This was proposed by the Chairman and seconded by the Vice Chairman. All were in favour. The Clerk also requested signature of the Annual Governance Statement and Accounting Statements which were also approved in the same manner.

These documents plus the Annual Internal Audit Report, an analysis of variance, bank reconciliation and notice for the period for the exercise of public rights would be available to be published on the Parish web site and notice board on June 26th 2026. The Clerk was to send these documents to the Vice Chairman to publish on the Parish web site and the notice for the public to exercise their rights to inspect the accounts to Councillor Lloyd, who agreed to display on the village notice board. The accounts would be available for inspection during a period of thirty working days ending on the 6th August 2026.

The following invoices were proposed for payment by the Chairman S.Moore seconded by Councillor J.Gibbs. All were in favour.

• Marston Trough Planting	£27.00
• Helen Bellamy Internal Audit Fee	£70.00
• C Byford trough re-planting Church Eaton	£81.59
• Civic Amenity Visit May 2026	£144.00

The Clerk confirmed she had paid the latest JWH grass cutting invoice amounting to £110 which had been received in the middle of May.

The Chairman expressed thanks, on behalf of the Parish Council, to the residents of Church Eaton and Marston for their hard work and efforts in maintaining the parish troughs.

The Chairman also requested that the Parish Council send a donation to Gnosall and District First Responders as a means of thanking Adrian for his continual and vigilant inspection of the Parish defibrillators. As previously, a donation of £50 was suggested which was proposed by the Chairman, seconded by the Vice Chairman. All were in favour.

CORRESPONDENCE: An email had been received from Mr Fred Annis who had requested that the Civic Amenities Lorry park on the road and not on the Royal Oak car park as it had been recently resurfaced. The visit in May, which had been well supported, had been conducted in this manner and had gone well. The Clerk was to notify the Borough Council of this change to the location for future visits as a new risk assessment form might be required.

The Clerk had received an email to state that all the parish defibrillators were emergency ready. The Clerk had forwarded all other correspondence on email.

DATE OF NEXT MEETING: The next meeting of the Parish Council would be held on the 7th July 2026 at 7.30pm in the Village Institute. The meeting closed at 8.40pm.