

Councillors: You are hereby summoned to attend the Annual meeting of the Parish Council to be held remotely via Zoom on **Tuesday 15th September 2020 at 7.15pm** for the purpose of transacting the following business.

Members of the Public: Public participation will be held during the formal meeting. Members of the public wishing to address the Council must contact the Clerk for remote access log in details.

1. Chairman's Welcome:

- a) Chairman's remote meeting announcement (for the benefit of public participants).

2. Apologies:

3. Declaration of Interests:

4. Minutes of the meeting held on 18th August 2020:

5. Review and acceptance of the following policies:

- a) Financial Regulations
- b) Health & Safety Policy
- c) Freedom of Information Policy
- d) Grant Policy
- e) Retention of Documents Policy
- f) General Financial and Process Risk Assessment
- g) Recreation Ground, Play Areas, Football Pitch and Green Space Risk Assessment
- h) Cemeteries Risk Assessment
- i) Wentlows Changing Room Policy

Suspension of Standing Orders

6. Public Participation (for a maximum of 30 minutes):

Reinstating of Standing Orders

7. District Councillor's Announcements:

Updates from Cllrs Hulme & Wilkinson

8. County Councillor's Announcements:

Update from Cllr Deaville

9. Actions and Updates from Previous Meetings:

- a) **Wentlows Pitch Drainage Update:** Report from SFA
- b) **Hollington Noticeboard:** Cllr McCormack quote and quotes previously obtained by clerk.
- c) **Well Meadow Garden Lamp Post Painting:** Cllr Stubbs with quotes.
- d) **GWH Meeting Room:** Update from Cllr Trigger
- e) **Traffic Calming:** Clerk with update.
- f) **Council Assets:** Agreement of the confidential report dated 18th August 2020 and proposals made within it (non financial).
- g) **Croxton/Hollington Speed Reduction:** Councillors with an update.

10. Covid-19 Updates:

Any updates

11. Correspondence:

| Date | From | Subject | Outcome |
|--------------------------|----------|-------------------------------------|--|
| For Consideration | | | |
| a) 03/092020 | Resident | Art Council Funding | Resident has been invited to meeting |
| For Information | | | |
| b) 20/08/2020 | Resident | Speeding traffic along Cheadle Road | Responded 25/8 cc'd in County & District Councillors |

12. Planning Applications and Related Issues:

Applications for Consideration

| SMDC No * P/work not rec'd from SMDC in time for CPC meeting | End of Consultation Period * Ext Grant | Address | Proposed Application Details |
|---|---|--|--|
| a) SMD/2020/0408 | 23/09/2020 | 12 Gorsty Hill Road, Upper Tean | Outline application with details of access (all other matters reserved) for proposed new detached dwelling. |
| http://publicaccess.staffs Moorlands.gov.uk/portal/servlets/ApplicationSearchServlet?PKID=137904 | | | |
| b) SMD/2020/0424 | *07/09/20 | 1 Oakhill, Upper Tean | Proposed Installation of 26kW ground source heat pump installation comprising of 2 x Stiebel Eltron WPF S 13kW ground source heat pump units. Heat source via borehole rather than ground collector. |
| http://publicaccess.staffs Moorlands.gov.uk/portal/servlets/ApplicationSearchServlet?PKID=138124 | | | |
| c) SMD/2020/0480 | 07/10/2020 | Goldhurst Farm, Hollington Rd, Winnothdale | External alterations to include new orangery and porch, alongside alterations to existing carport, boiler room and internal layout. |
| http://publicaccess.staffs Moorlands.gov.uk/portal/servlets/ApplicationSearchServlet?PKID=139185 | | | |
| d) SMD/2020/0481 | | Goldhurst Farm, Hollington Rd, Winnothdale | Listed building consent for external alterations to include new orangery and porch, alongside alterations to existing carport, boiler room and internal layout |
| http://publicaccess.staffs Moorlands.gov.uk/portal/servlets/ApplicationSearchServlet?PKID=139186 | | | |
| e) SM.20/04/1142 W | | Weavers Down, Hollington | Land infilling to area to stabilise ground retaining structures adjacent to the highway to maintain the integrity of the highway |
| https://apps2.staffordshire.gov.uk/scc/cpland/Details.aspx?applicationID=137724 | | | |

13. Financial Matters & Governances:

- a) Authorisation of cheques, monthly direct debits and any other financial issues pertaining to the parish accounts.
- b) Councillors will have copies of reconciliation and precept information.

14. Highways Issues (hedges, footpaths etc):

If an issue requires reporting by the clerk then the Councillor MUST provide full details: issue, location (address).

- a) Complaint on Facebook (Lower Tean Residents Group) from a variety of residents regarding the overgrown paths.

15. Environment:

- a) Lengthsman and Litterpickers Report.
- b) Moorland Tree Care quote for works to bankside trees (Rec/Riverside Road).
- c) Tree in the river at the WMG.
- d) Cllr Flunder with community litterpick update.
- e) Health & Safety:
 1. RoSPA Play Equipment Report
 2. Wentlows Portacabin
 3. Defibrillator Update

- f) Other issues

16. Neighbourhood Plan Update:

- a) Confirmation of agreement that 8 out of 11 Councillors agreed via email on 19/20 August to accept the superseded report and take this forward through the remaining of the process.
- b) Update on NDP Steering Group meeting held

17. Christmas Lights / Switch On Event Update:

- a) Christmas Switch Event in light of current new restrictions.
- b) Confirmation and authorisation of Christmas tree purchases for ACE.
26x small for High St, 1x 15ft High St, 1x 10ft Hollington, 1x 13ft GWH

18. Wentlows:

Annual hire charge review.

19. Matters Pertaining to Issue in the Parish or for the Next Agenda

Will be limited to one item per councillor if they wish to raise a point/query/clarification not previously discussed. In the interest of time constraints on the meeting, each councillor should try to keep their points as brief and concise as possible.

Private & Confidential Matters (members of the public will be asked to leave the meeting at this point)

1. **Council Assets** - Updates

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|------------------------------------|---|
| Signed by the Parish Clerk: |  |
| | Siân Morgan-Owen |