

Councillors: You are hereby summoned to attend the Parish Council meeting to be held at **Great Wood Hall**, Tean on **Tuesday 16th May 2023 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 make the Clerk aware of their intention to attend the meeting at least 12 hours prior to the meeting due to current government guidelines.

05/2023/

Annual Meeting of the Parish Council

- 1. To elect a Chair for the year 2023/24**
- 2. To elect a Vice Chair for the year 2023/24**

Ordinary Meeting of the Parish Council

- 3. Chairman’s Welcome and Thank You:**
- 4. Co-option of Councillors:**
- 5. Apologies:**
- 6. Declaration of Interests:** Councillors are reminded of the need to maintain their register of interests.
- 7. Minutes of the monthly meeting held on 18th April 2023:**
- 5. Public Participation (for a maximum of 30 minutes):**
- 6. Election of remaining council roles:**
- 7. District Councillor’s Announcements:**
- 8. County Councillor’s Announcements:**
- 9. Actions and Updates from Previous Meetings:**
 - 9.1 SIDs, Cllr Peck
- 10. Correspondence:**
- 11. Planning Applications and Related Issues from the Planning Coordinators:**
 - 11.1 Matters pertaining to planning within the Parish boundary.
 - 11.1.1 Draft Staffordshire Moorlands Developer Contributions Supplementary Planning Document (SPD) - Public consultation 11th May to 9th June 2023 (Cllrs emailed 11/05)

11.2	Applications for Consideration			
	SMDC No	End of Consultation Period	Address	Proposed Application Details
11.2.1	DET/2023/0012	12/05/2023 Ext Req	Land At North Plantation Tenford Lane, Tean	Application to determine if prior approval is required for a proposed: Change of Use of Agricultural Buildings to one Dwellinghouses (Use Class C3), and for building operations reasonably necessary for the conversion
11.2.2	SMD/2023/0197	07/06/2023	Totmonslow Farm, Draycott Road, Totmonslow	Temporary development of a solar farm with ancillary infrastructure, security fence, access, landscaping and continued agriculture, to generate power to feed into the local distribution network.
11.2.3	SMD/2023/0210	26/05/2023	High View Tenford Lane	Proposed Garden Room
11.2.4	SMD/2023/0181	14/06/2023	Church Lane, Checkley,	Proposed kitchen extension with bedroom over
11.2.5	SMD/2023/0215	31/05/2023	Abbey View Cottage, Quarry Road, Hollington,	Proposed new garage with annex to existing cottage

12. Financial Matters & Governances:

- 12.1 Authorisation of cheques, monthly direct debits and any other financial issues pertaining to the parish accounts.

- 12.2 Councillors will have copies of recent reconciliations and precept information.
- 12.3 Annual Limited Assurance (AGAR):
 - 12.3.1 Review of 2022 external auditors' comments.
 - 12.3.2 Internal auditors comments.
 - 12.3.3 Confirmation regarding Exercise of Public Rights.
 - 12.3.4 Annual Bank Reconciliation – to be signed by the Chair and Clerk.
 - 12.3.5 Annual Governance Statement – to be signed by the Chair and Clerk.
 - 12.3.6 Accounting Statement – to be signed by Chair and Clerk.
 - 12.3.7 Earmarked reserves review
- 12.4 Annual Insurance
- 12.5 Clerks Position
 - 12.5.1 Council to agree to recruit a new clerk
 - 12.5.2 Council to agree to recruit a locum if necessary
- 12.6 2023/24 meeting locations
- 12.7 Annual Parish Assembly

13. Highways Issues (hedges, footpaths etc):

14. Environment:

- 14.1 Lengthsmans & Litterpicker Reports
- 14.2 Jubilee Park
- 14.3 Wentlows
- 14.4 Hollington
- 14.5 Checkley & Lower Tean
- 14.6 Health & Safety (inc Play Equip)
- 14.7 Cemetery
- 14.8 Village Halls
- 14.9 Climate Strategy
- 14.10 Events
- 14.11 Youth Projects
- 14.12 Other environment and community topics

15. Neighbourhood Plan Update:


Updates

16. Councillor Reports, Updates or Next Agenda Items:

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.

17. Private and Confidential

Council staff

Signed by the Parish Clerk:	
Siân Morgan-Owen	