BARLASTON PARISH COUNCIL MEETING

All members of Barlaston Parish Council are hereby summoned to the Parish Council Meeting at Barlaston Methodist Church, Park Drive, Barlaston ST12 9DP on 10 June 2025. Meeting to commence at 7:15 pm. An agenda for the meeting is set out below.

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Vivien O'Dunne: Parish Council Clerk. 4th June 2025

Public Open Forum from 7:15 pm (up to 15 minutes). Please contact the Clerk if you wish to participate in the Public element of the meeting. If no requests are received, the Parish Council Meeting will start promptly at 7:15 pm.

398. Apologies

399. Declarations of Interest

400. Written applications for dispensations under the Localism Act 2011

401. To approve minutes of the Parish Council Meeting 13 May 2025

402. To receive the Clerk's Report

403. To receive update from County Councillor

404. To review and approve the Council's committee and working group structure, confirm membership, and appoint a Chairman for each group.

405. To consider and agree the Parish Council representative on the Village Hall Committee

406. To receive details of training courses and determine actions

407. To note financial matters:

I. To approve bank reconciliation reports
II. To receive schedule of payments report for May 2025
III. To consider the addition of an additional authorised signatory to Lloyds internet banking
IV. To note submission of the Annual Governance & Accountability Return to the external auditor and publication of the draft accounts and statutory notices.
V. To review and approve the Reserves Policy
VI. To review and approve the Council's Investment Policy and to resolve an appropriate sum to invest in the CCLA Public Sector Deposit Fund.
VII. To resolve to approve the purchase of three sets of replacement batteries for the Speed Indication Devices at a cost of £439.76 plus VAT.

May Expenditure - Standard	GROSS	VAT	NET	Payment
Tesco: mobile phone – Bill ref – 134243814450	16.06	0.00	16.06	DD
BT: Phone & Broadband – Invoice M068 09	43.84	7.30	36.54	DD
Pozitive Energy – Village Hall Gas – 26181820257877977	120.54	5.74	114.80	DD
Pozitive Energy – Village Hall Electric – 26181620257891209	116.90	5.57	111.33	DD
David Ogilvie Engineering – VE/VJ Day Bench Inv 191908	2,203.20	367.20	1,836	Cheque 002874
Barlaston Community Group – Grant for VE Day Celebration	150.00	0.00	150.00	Cheque 002872
Value Products Ltd Inv 4435470 – Post and fittings Downs Car Park Sign "Park at own risk"	79.20	13.20	66.00	Cheque 002875
Clear Councils Insurance – Invoice LCO01494	1,288.14	0.00	1,288.14	Cheque 002871
Viking: Toner Invoice 5800770	325.14	54.19	270.95	Cheque 002873
Vivien O'Dunne – McAfee Virus Protection: CS3693677535	39.99	0.00	39.99	Cheque 002876
Vivien O'Dunne – Dropbox Annual Subscription – ZP4W58NFL28S	95.88	0.00	95.88	Cheque 002876
Value Products Ltd Inv 4437779 –Downs Car Park "Park at own Risk"	95.05	15.84	79.21	Cheque 002875
Buxus Green (May Grounds Maintenance)	1109.62	0.00	1109.62	SO

Vivien O'Dunne – Mileage (Agendas in Notice Boards)	2.75	0.00	2.75	Cheque 002876
Vivien O'Dunne – Salary – May	[redacted]	[redacted]	[redacted]	Cheque 002876
Staffordshire County Council LGPS May	454.60	0.00	454.60	BACS
Income – Standard	**GROSS**	**VAT**	**NET**	**Payment**
Interest – Business Bank	144.51	0.00	144.51	
Barlaston Village Hall Invoice 661 (Gas & Electric April & May)	787.87	0.00	787.87	BACS
Vivien O'Dunne – Nominal payment. PC disposal	5.00	0.00	5.00	

408. To determine arrangements for the presentation of community awards on 15th June and receive an update on associated costs

409. To receive update from Buxus Green of works completed

410. To receive update regarding the Meadow Road lease and to determine actions

411. To receive an update regarding the Cricket Club lease and to determine actions

412. To receive an update regarding the revision of the Neighbourhood Plan

413. To note the resignation of two West Ward Councillors

414. To receive information regarding the council-issued gate licences and determine actions.

415. To consider the installation of a flagpole on the Village Green, including location, permissions, associated costs, and community interest.

416. To consider a request from a Duke of Edinburgh Award participant to carry out voluntary work with the Parish Council.

417. To receive Risk Assessment updates and determine actions:

I. To receive quotes for Downs Carpark pathway remedial works and determine actions
II. To receive an update on the culvert and the installation of a sediment trap
III. To receive an update on the planned drainage works on the Village Green
IV. To consider the replacement of a pear tree on the Village Green and determine actions
V. To consider a recommendation from the recent risk assessment to register a local community building as an Asset of Community Value.

418. To receive weekly play area reports from appointed councillors and determine any required actions.

419. To receive and determine grant application(s)

420. To note Planning decisions

421. To note correspondence received

422. To receive items for inclusion in next agenda

423. Date of next meeting: 8 July 2025

clerk@barlastonparishcouncil.gov.uk