

# WESTON WITH GAYTON PARISH COUNCIL

The Annual Meeting of the Parish Council will take place on Tuesday 10th May 2022  
at 7.30pm in Weston Village Hall

## AGENDA

1. **Election of Chairperson**  
To elect a Chairperson for the Parish Council for the coming year
  - 1.1 **Chairperson's Declaration of Acceptance of Office**  
To receive the Chairperson's Declaration of Acceptance of Office
2. **Apologies**
3. **Election of Vice-Chairperson**  
To elect a Vice-Chairperson for the Parish Council for the coming year
  - 3.1 **Vice -Chairperson's Declaration of Acceptance of Office**  
To receive the Vice-Chairperson's Declaration of Acceptance of Office
4. **Delivery of Councillors of Acceptance of Office**  
To formally note Councillors acceptance of Office forms as signed prior to the meeting.
5. **Declarations of Interest**
6. **Parish Council Minutes**  
To confirm the Minutes of the Parish Council meeting on 12<sup>th</sup> April 2022  
To confirm the Minutes of the Extraordinary Parish Council meeting on 25<sup>th</sup> April 2022
7. **Committees**
  - 7.1 To review Parish Council committees
8. **Adoption of Documents**
  - 8.1 To review the Standing Orders of the Parish Council
  - 8.2 To review the Financial Regulations and confirm bank signatories
  - 8.3 To review the register of land and assets
  - 8.4 To review the Parish Council's procedures for handling requests made under the Freedom of Information Act 2000.
  - 8.5 To review the Parish Council's Accident Reporting Procedure
  - 8.6 To review the Parish Council's Complaints Procedure
  - 8.7 To review the Parish Council's Risk Assessment
  - 8.8 To review the Parish Council's Media Policy
  - 8.9 To review the Parish Council's Internal Controls
  - 8.10 To review the Parish Council's GDPR Policy
  - 8.11 To review the Parish Council's Safeguarding Policy
  - 8.12 To review the Parish Council's Social Media Policy
9. **External Bodies**  
To review and confirm representation on external bodies and arrangements for reporting back
10. **Insurance**  
To review renewal insurance cover

## **11. Developments**

- 11.1** UPGRADE OF THE EXISTING BASE STATION ADJACENT TO LONDON ROAD (A51) WESTON, STAFFS, ST18 0JW (NGR: 387708/327155)
- 11.2** Appeal re Barn at Kents Farm Church Lane Gayton 21/34107/PAR
- 11.3** The Croft Church Lane, Gayton, Stafford, Staffordshire 21/35340/HOU

## **12. Trees and Children's Play Area**

### **13. Highways and Rights of Way**

- 13.1** To consider installing a third pole for the Speed Indicator Device
- 13.2** Green Road / A518 Entrance and Exit
- 13.3** Debris in Gayton Brook at rear of 3 Bridge Close

### **14. Parish Plan**

To discuss progress against the Parish Plan

### **15. Announcements and Notices**

### **16. Public Participation**

Members of the public are invited to address the Council on any issue over which it has power for up to 5 minutes each, with the item lasting a maximum of 20 minutes

### **17. Reports**

- 17.1** Report from County Councillor
- 17.2** Report from Borough Councillor
- 17.3** Report from Village Hall Management Committee representative

## **18. Trees and Children's Play Area**

### **19. Finances**

- 19.1** Clerk Report
- 19.2** To approve the monthly Statement of Accounts/Receipts and Payments
- 19.3** To approve payments listed on the monthly statement of Accounts
- 19.4** To receive the report of the Internal Auditor
- 19.5** To approve the Annual Governance and Accountability Return (AGAR) annual governance statement 2021/22
- 19.6** To approve the AGAR accounting statement 2021/22
- 19.7** To set the period for the exercise of public rights
- 19.8** To confirm appointment of Internal Auditor for 2021/22

## **20. HS2 Phase 2A**

- 20.1** Community Funding Application Update

## **21. Queens Jubilee**

## **22. Correspondence**

- 22.1** Return of Civic Amenity Skip forms

## **23. Date, Time, and Venue of next meeting**

14<sup>th</sup> June 2022, 7.30 p.m., Weston Village Hall

2nd May 2022  
Parish Clerk

*Copies of documents to be discussed will be available for viewing at the meeting, or, at any reasonable time prior to the meeting, by contacting the Parish Clerk. Agenda and Minutes are available in large text on request.*