

SANDON and BURSTON PARISH COUNCIL

Minutes of the Parish Council Meeting held on 10th January 2018 At Sandon Parish Room Commencing at 7.55pm. Following Public Participation which commenced at 7.30pm.

Present

Councillor C Capjon
Councillor R Harris
Councillor P Hickey
Councillor G Massey
Councillor S Shelley Chairman
Councillor R Wildblood

Parishioners :- Mr Wildblood, Mr & Mrs Rundle
Clerk B A Boughey

- 17/117** **Apologies** Councillor Wildblood
17/117.1 Other Apologies District Councillor Councillor Harp
- 17/118** **Minutes**
RESOLVED that the minutes of the Parish Council meeting of 13th December 2017 be signed by the meeting Chairman.
- 17/119** **Chairman's Announcements**
The Chairman announce the recent passing of Anne Brooks who had service as a Parish Councillor for a number of years.
- 17/120** **Declarations of Disclosable Personal Interests, Personal Declared Interests and other Personal Interests.**
17/120.1 Dispensation granted to all attending Councillors with respect to setting the Precept.
17/120.2 Councillor Harris in relation to possible discussions in relation to the proposed work on Footpath 36.
- 17/121** **Outstanding Matters** Reports and Updates
17/121.1 Footpath 36 - Burston Pool to the Canal Bridge. Work to stabilise the banks of the stream. Discussion regarding the extent of the work, ownership of land beyond the hinged gate and the probability that Councillor Harris would not be in a position to undertake the work in order to meet the end of March deadline that would enable a grant from County Rights of Way to be claimed.
17/121.1.1 Councillor Harris to re-examine the scope of work together with the contractors who originally submitted quotations, the cost of which the Parish Council could not meet.
17/121.2 Burston Conservation Area Proposal
17/121.2.1 To be raised at a Burston meeting which has been arranged to discuss the Tea Party prior to contacting Stafford Borough Council and requesting a meeting with their Conservation Advisor. AGENDA item for the February meeting.
17/121.3 Meeting arranged by Councillor Parry with County Council Highways Engineers in the Parish on Friday 12th January confirmed.
Parish Council members proposing to attend being Councillor Shelley, Councillor Capjon and Councillor Hickey. Sandon Estate representatives have also been invited to attend.
- 10 January 2018 (2)
- 17/122** **Planning**
17/122.1 Applications returned to Stafford Borough Council - Reply Awaited

- 17/122.1.1 17/27023/OUT Butterhill Farm, Butterhill Bank.
Outline application for Agricultural Workers dwelling.
- 17/122.2 Application decisions by Stafford Borough Council.
17/122.1.1 17/27387/HOU White House Lane Cottage, White House Lane, Sandon
Withdrawn Two storey side extensions.
- 17/122.3 Applications received by the Parish Council for Consultation.
17/122.3.1 17/27668/FUL Barn at Sunnyside, Butterhill Bank, Burston
Conversion of Agricultural Building to form a Dwelling.
RESOLVED to raise no objections to the application.
- 17/122.4 Planning Appeals or Queries *None*

17/123 Finance

- 17/123.1 Financial Statement presented by the Clerk. Bank Statement reconciliation checked.
- 17/123.2 Invoice. Howards Accountants. Payroll Services. £75.00 + £15.00 VAT. Total £90.00
RESOLVED to pay the invoice. LGA 1972 s111.
- 17/123.3 Precept for 2018 / 2019.
RESOLVED to set a Precept of £9,486.00. A 66.9% increase.

Budget				
	Staffordshire Parish Councils' Association			150.00
	Insurance			520.00
	PC Meetings			300.00
	External Audit			100.00
	Internal Audit			70.00
	General Data Protection Regulations			200.00
	CPRE			29.00
	CCS			25.00
	Expenses (Photocopying, Stamps)			100.00
	Clerk's Salary			1,550.00
	Accountant Payroll & Pension Regulator Fees			150.00
	Training (Seminars, Courses)			50.00
	Chairmans Allowance			0.00
	Senior Citizens			300.00
	Best Kept Village			20.00
	Remembrance Service Poppy Wreath			30.00
	Chairman's Medalion Additional bar + engraving			50.00
	Election Contingency - Allocated Fund			1,000.00
	Website - Allocated Fund			300.00
	Bus Shelter Maintenance - Allocated Fund			500.00
	Notice Board Maintenance - Allocated Fund			200.00
	Neighbourhood Plan - Allocated Fund			542.00
	Highway / R of W Maintenance - Allocated Fund			2,300.00
	Sandon War Memorial - Allocated Fund			1,000.00

	Gross figure including any Grant			9,486.00

10 January 2018 (3)

The meeting was adjourned for the County and District Councillor's reports and convened thereafter.

17/124 Report from County Councillor. Not present. No report submitted

Meeting with County Highways confirmed for 12th January..

17/125 Report from District Councillor. Not present. No report submitted.

17/126 Items Raised by Member Councillors / Clerk

17/126.1 Councillor Capjon

17/126.1.1 Burston Best Kept Village Competition.

Mr Jubb had received entry information for this year's competition and intended to complete the paperwork.

It was confirmed that the Parish Council would pay the Entry Fee as necessary.

17/126.1.2 Website - querying the fact that photographs had yet been included to enhance the appearance of the website.

Clerk to check with the website provider.

17/127 Correspondence

17/127.1 Staffordshire County Council *None*

17/127.2 Stafford Borough Council

17/127.2.1 Civic Amenity Visit. Saturday 17th February. 10.00am until 11.00am.

17/127.2.2 Mayor's Office Charity Fund Raising Events. For information.
Curry Buffet Evening 2nd February

17/127.3 Staffordshire Parish Councils' Association

17/127.3.1 Weekly email update emails circulated for information.

17/127.3.2 General Data Protection Regulations. Legal Update from NALC regarding the Appointment of a Data Protection Officer should it be necessary.

17/127.4 Community Council of Staffordshire

17/127.4.1 Best Kept Village Competition. 2019 Entry Information.

17/128 Date of Next Meeting Wednesday 14th February 2018. 7.30pm Sandon Parish Room.
The Meeting concluded at 9.20pm.

Signed _____ Chairman

Date _____

**Public Participation Meeting
Notes of the meeting held prior to the
Parish Council Meeting held on 10th January 2018
Commencing 7.30pm. Concluding at 7.55pm**

Present

Councillor C Capjon

Councillor R Harris
Councillor P Hickey
Councillor G Massey
Councillor S Shelley Chairman

Parishioners :- Mr Wildblood, Mr & Mrs Rundle

Clerk B A Boughey

Mr Wildblood

Presentation of research undertaken regarding the ownership of land over which Footpath 36 passes.

From Land Registry information the footpath and stream up to the hinged and sprung gate was not Registered but the land beyond the gate to the Canal Bridge belonged to the owners of Burston Villa Farm.

There followed a discussion on the implications on the work proposed by the Parish Council with support from the County Council Rights of Way department.

This information was carried forward and discussed within the Parish Council meeting.