

## SANDON and BURSTON PARISH COUNCIL

**Minutes of the Parish Council Meeting held on 12<sup>th</sup> April 2017**

**At Sandon Parish Room Commencing 7.40pm.**

**Following Public Participation commencing at 7.30pm**

Present

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

District Councillor    Councillor A Harp

Parishioners :-

Mr Phillips, Mr & Mrs Clifford, Mrs Selby, Mr & Mrs Hudson (Left prior to Finance)

Clerk    B A Boughey

**17/001                      Apologies    Councillor J Millington**

17/001.1                      Other Apologies                      County Councillor I. Parry

**17/002                      Minutes**

RESOLVED that the minutes of the Parish Council meeting of 8<sup>th</sup> March 2017 be signed by the meeting Chairman.

**17/003                      Chairman's Announcements                      No announcements**

**17/004                      Declarations of Disclosable Personal Interests, Personal Declared Interests and other Personal Interests.**

None declared.

**17/005                      Outstanding Matters                      Reports and Updates**

17/005.1                      Burston Pool  
Decision on transfer of ownership still to be determined by Stafford Borough.

17/005.2                      Website.  
Information to be forwarded to Nigel Ferguson.

17/005.3                      Sandon BT Telephone Box

17/005.3.1                      Update from Councillor Harris.  
Utilising his contacts within the British Telecommunications organisation, BT agreed to retain the Telephone Box and to restore it to working order. The telephone is now working again.

17/005.3                      Neighbourhood Plan

17/005.3.1                      Following the March Parish Council meeting, Councillor Shelley and Councillor Harris

met with Mr P Shaw to discuss printing and associated costs in producing Plan documentation over the period of six years.

Little further detail on costings materialise and the conclusion reached was that the Parish Council moves forward and pays the two invoices previously presented.

17/005.3.2 Following discussion and with reservations it was resolved to pay the invoices as presented.

17/005.3.3 RESOLVED to pay invoices dated 11<sup>th</sup> November 2016 for £426.85 and £1,185.26 phased over two financial years as and when it is prudent to do so. Aiming to pay the first smaller invoice during the first half of the current financial year and half the larger invoice in the second half of the current financial year.

## **17/006 Planning**

17/006.1 Applications returned to Stafford Borough Council - Reply Awaited *None*

17/006.2 Application decisions by Stafford Borough Council.

17/006.2.1 17/25674/FUL Sunnyside Farm, Butterhill Bank, Burston.  
*Allowed* Replacement Agricultural Storage Building

17/006.3 Applications received by the Parish Council for Consultation. *None*

17/006.4 Planning Appeals or Queries. *None*

## **17/007 Finance**

17/007.1 Financial Statement and Bank Account reconciliation presented by the Clerk.

17/007.2 Staffordshire Parish Councils' Association Subscription. £127.00. LGA 1972 s143.  
RESOLVED to pay the Annual Subscription.

17/007.3 Community Council of Staffordshire. Annual Subscription. £25.00 LGA 1972 s137.  
RESOLVED to pay the Annual Subscription.

17/007.4 Clerk's Photocopying. April 2016 to March 2017. £60.75 LGA 1972 s111.

17/007.5 Clerk's Postage April 2016 to March 2017. £15.78 LGA 1972 s111.  
RESOLVED to reimburse the Clerk for Photocopying and Postage cost for the year 2016 / 2017. Total £76.53.

17/007.6 Internal Audit Arrangements

17/007.6.1 Internal Audit. Juliet Hands of Hands & Co. Chartered Accountants to undertake the audit prior to the Annual Meeting of the Parish Council.

17/007.6.2 End of Year Accounts and Financial Record Book completed and signed by the Clerk  
Summary Receipts and Payments 2016/17, Income & Expenditure Estimates 2017/18,  
Supporting Statement for 2016/17 and the Fixed Asset Register.  
Copies circulated to Member Councillors for signing at the next Parish Council meeting and after the Internal Audit has been completed.

17/007.7 External Audit. Submission date set for 2<sup>nd</sup> June 2017.

17/007.7.1 Required information completed in draft form and circulated to Member Councillor.  
Documents for signing at the next Parish Council meeting and after the Internal Audit.

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

## **17/008 Report from County Councillor.** Not present

email report on the results of the Sandon Traffic Survey received.

Basically the survey concluded that there was no significant change when compared with similar surveys undertaken in 2007 and 2014 and it would appear that there is still a good compliance with the 40MPH speed limit.

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## **17/009 Report from District Councillor.**

117/009.1 Issues reported by Councillor Harp included raising awareness of the Home Health

Check initiative recently initiated by the Borough Council.

- 17/010**      **Items Raised by Member Councillors / Clerk**
- 17/010.1      Councillor Wildblood. Updating the meeting on the Burston Best Kept Village Competition, preparations for the first round of judging in May.
- 17/010.2      Councillor Hickey  
Comment on the state of the pavements along the A51 and B5066 in Sandon.
- 17/010.3      Councillor Shelley. Senior Citizens Tea. Proposal to discuss the possibility of arranging a tea at The Greyhound. Councillor Shelley to make enquiries.
- 17/011**      **Correspondence**
- 17/011.1      Staffordshire County Council
- 17/011.1.1      Neighbourhood Highway Team.  
Proposal from County Highways that a team could visit the Parish on a “one off” basis that is associated with a parish event which takes place between April and October.
- 17/011.1.1.1      Suggestion that pavements could be cleared of weeds and overhanging vegetation prior to the Sandon Show which is to be held on 12<sup>th</sup> August.
- 17/011.1.2      Community Paths Initiative Bids invited for 2017/18 projects, to be submitted by 1<sup>st</sup> June. Discussion in relation to Footpath 36, Burston Pool towards the Canal Bridge. Waiting to see how extensive the work already proposed by Rights of Way turns out.
- 17/011.2      Stafford Borough Council
- 17/011.2.1      Mayor’s Office. Invitation for the Chairman to attend the Mayor Making Ceremony. For information.
- 17/011.2.2      email letter regarding establishing a Protocol in relation to a Condolence Book following the death of a significant member of the Royal Family.  
Offer to allow pages to be under the control of the Parish Council for parishioners use within the Parish before being returned to Stafford for integration within the Borough book.
- 17/011.2.2.1      RESOLVED to express an interest in accepting pages of a Condolence Book for the Parish.
- 17/011.2.3      Healthy Home Check initiate. Posters available for display in the Noticeboards.
- 17/011.3      Staffordshire Parish Councils’ Association
- 17/011.3.1      Weekly email update emails circulated for information.
- 17/011.4      Community Council of Staffordshire      *None*
- 17/011.5      Donation request letter received from Stone Lions, to support their annual Prostrate Screening Programme.  
Proposal to donate £50.00. May Agenda item.
- 17/011.6      email from Mr P Shaw. Raising questions following the Parish Council decision not to proceed with the Neighbourhood Plan.

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- 17/011.6.1      Question 1  
Should the Council have put the vote to all Parishioners.  
Response 1  
The Parish Council can make the decision there is no requirement to hold a Parish Referendum
- 17/011.6.2      Question 2  
If parishioners are not given the opportunity to vote on the decision not to proceed with the Neighbourhood Plan how does the Parish Council propose to defend the village from Developers.  
Response 2  
Dependence on the Stafford Borough Plan
- 17/011.6.3      Question 3  
If a developer applies for development in the village which is initially refused by Stafford Borough how would the Parish Council defend an appeal which would be decided by an independent inspector.  
Response 3  
Again rely on the Stafford Borough Plan
- 17/011.6.4      Question 4  
If development occurs within the Parish against the wishes of parishioners how will the Parish Council reconcile that with the Parishioners.  
Response 4  
Again refer parishioners to Stafford Borough and its Plan.
- 17/012            Date of Next Meeting**      Wednesday 10<sup>th</sup> May 2017. Sandon Parish Room.  
The Annual Meeting of the Parish Council which follows the Annual Parish Assembly

The Meeting concluded at 9.37pm.

Signed \_\_\_\_\_ Chairman

Date \_\_\_\_\_

**Public Participation Meeting**  
**Notes of the meeting held prior to the**  
**Parish Council Meeting held on 12<sup>th</sup> April 2017**  
**Commencing at 7.30pm. Concluding at 7.40pm.**

Present            Councillor R Harris

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

District Councillor    Councillor A Harp

Parishioners :-  
Mr Phillips, Mr & Mrs Clifford, Mrs Selby, Mr & Mrs Hudson

Clerk    B A Boughey

**1      Mr Phillips**

- 1.1      Question to Councillor Harris about the strimming undertaken probably on behalf of Mr Harris that had unfortunate consequences in cutting down primroses.  
Councillor Harris apologised if this was done on his behalf.

**2      Mrs Selby**

- 2.1      Question regarding the dangerous state of a section of Footpath 36, Burston Pool towards the Canal Bridge, due to bank erosion.

Response.    Waiting for assigned work to be completed on behalf of the County Highways  
"Rights of Way" department.