

Sandon and Burston Parish Council

Email: clerk@sandonburston.staffslc.gov.uk

Website: www.sandonandburstonpc.org.uk

15th May 2022

To: Members of Sandon and Burston Parish Council

Dear Councillor

You are summoned to the Annual Meeting of Sandon and Burston Parish Council which will be held on **Thursday 19th May 2022 at 7.30pm at Sandon Parish Rooms, Lichfield Road, Sandon, Stafford ST18 0DN**

Yours sincerely,

H Marr

Hannah Marr

Parish Clerk and Responsible Financial Officer

Prior to and at the conclusion of the meeting, Members of the Public are invited to ask questions or make statements to the Council

For any Members of the Public who are unable to attend the Meeting, please submit your question or comment to the Parish Clerk by emailing clerk@sandonburston.staffslc.gov.uk prior to the meeting

Agenda

- 1** To elect a Chair of the Parish Council
- 2** To elect a Vice Chair of the Parish Council
- 3** To receive apologies for absence
- 4** To confirm the minutes of the previous meeting
- 5** To consider, review and approve Standing Orders and Financial Regulations
- 6** To confirm the Council's adoption of the Councillors Code of Conduct
- 7** To review, consider and approve matters related to:
 - Provision of insurance
 - Affiliation to Staffordshire Parish Councils Association (SPCA)
 - Membership to the Information Commissioners Office (ICO)
 - Membership to the Countryside Charity (formerly CPRE)
 - Membership to Support Staffordshire
 - Provision of financial services from Howards Accountancy
 - Provision of ICT services from Staffordshire County Council
 - Provision of Data Protection Services from Staffordshire County Council
- 8** To consider the approval of payments
- 9** To consider matters related to planning applications – none at the time of printing the agenda
- 10** To receive an update from Highways – none at the time of printing the agenda
- 11** To receive a report from the Borough and County Councillors covering Sandon and Burston Parish
- 12** To consider matters related to items raised by Members

