

Sandon and Burston Parish Council

Email: clerk@sandonburston.staffslc.gov.uk

Website: www.sandonandburstonpc.org.uk

29th June 2023

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 **Tuesday 4th July 2023** at **7.00pm** at **Sandon Parish Rooms, Lichfield Road, Sandon, Stafford ST18 0DN**

Yours sincerely,

B Nicholls

Beth Nicholls

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. Register of members in attendance**
- 2. To receive apologies for absence**
- 3. To receive any declarations of interest**
- 4. Public Participation** - Members of the public are invited to address Council for a maximum of 15 minutes.
- 5. To Co-opt vacant seat of Parish Council**
- 6. To confirm the minutes of the previous meeting on Wednesday 7th June 2023**
- 7. To receive a report from the Borough and County Councillors covering Sandon and Burston Parish**
- 8. To receive an update from Highways**
- 9. Finance**
 - 9.1 To receive Financial Statement and Bank Account Reconciliation Statement
 - 9.2 To consider the approval of payments
- 10. To consider matters related to planning**
- 11. To consider matters related to items raised by Councillors/Clerk**
 - 11.1 To receive an update on Groundskeeping
 - 11.2 To discuss Burston Pool concerns
 - 11.3 To discuss Burston Car Park public access
 - 11.4 To consider commemoration of the Kings Coronation
 - 11.5 To discuss and consider purchase and maintenance of planters in Burston
- 12. To confirm date of next meeting and Annual Meeting**