

Sandon and Burston Parish Council

Email: clerk@sandonburston.staffslc.gov.uk

Website: www.sandonandburstonpc.org.uk

9th November 2023

To: Members of Sandon and Burston Parish Council

Dear Councillor

You are summoned to a Meeting of Sandon and Burston Parish Council which will be held on **Tuesday 14th November 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. To Register members in attendance.**
- 2. To receive apologies for absence.**
- 3. To receive any declarations of interest.**
- 5. Public Participation** – Members of the public are invited to address the council for 15 minutes.
- 6. To confirm the minutes of the previous meeting on 5th September 2023.**
- 7. To receive a report from the Borough and County Council covering Sandon and Burston Parish.**
- 8. Highways.**
 - 8.1 To receive an update on public footpath no.36.
 - 8.2 To discuss possibility of pedestrian crossing on A51.
- 9. Finance.**
 - 9.1 To receive Financial Statement and Bank Account Reconciliation.
 - 9.2 To review financial year and discuss 2024/25 budget.
 - 9.3 To receive an update on online banking and consider banking service provider.
 - 9.4 To receive update on NJC Pay scale and Clerk Salary increase.
 - 9.5 To consider the approval of payments.
- 11. To consider matters related to planning.**
 - 11.1 23/38270/PAR Barn 1
 - 11.2 23/38271/PAR Barn 2
 - 11.3 23/38277/PAR Barn 4
- 12. To consider matters related to items raised by Councillors/Clerk.**
 - 12.1 To receive an update on groundskeeping.
 - 12.2 To receive an update on planters.
 - 12.3 To receive an update on Clerk Vacancy.
 - 12.4 To receive an update parking signs.
 - 12.5 To receive an update on Parish Council Banner/Gazebo.
 - 12.6 To receive an update on playground.
- 13. To confirm date of the next meeting.**