

# Sandon and Burston Parish Council

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Minutes of the Meeting held at Sandon Parish Room

7pm on Wednesday 5<sup>th</sup> September 2023

Item	Detail
23/88	<b>Attendance</b> : Councillors Rosemary Wildblood (Chair), Caroline Capjon, Kylie Hughes, Hugo Wildblood, Gill Wyatt and Beth Nicholls (Clerk) <b>Members of public</b> : 0
23/89	<b>Apologies</b> received and accepted from Councillor Ashley Hudson and Karine Aspin; Stafford Borough Councillor.
23/90	<b>Declarations of Interest</b> - None received.
23/91	<b>To Co-op vacant seat of the Parish Council.</b> L.Bestwick-Maynell was unable to attend the meeting. Councillors unanimously agreed for L.Beswick-Maynell's to sign his acceptance of office at the Parish Council meeting in November.
23/92	<b>Public Participation</b> – No members of the public attended.
<b>Action</b>	Acceptance of Office to be signed at November meeting by L.Bestwick-Maynell.
23/93	<b>Minutes</b> To accept and confirm minutes of the Parish Council (PC) meeting on: Tuesday 4 <sup>th</sup> July 2023 - Minutes of previous meeting were approved.
<b>Action</b>	<b>Clerk</b> - publish and display approved minutes.
23/94	<b>To receive a report from the Borough and County Councillors</b> None received.
23/95	<b>To receive an update from Highways.</b> None received.  Councillors discussed the planned B5066 Road closure in September and suggested Clerk to update website with the road closure information and diversion route.
<b>Action</b>	<b>Clerk</b> to update website with road closure and diversion route.
23/96	<b>i)To receive Financial Statement and Bank Account Reconciliation Statement.</b> Clerk gave a financial update. <b>ii)To review financial year and discuss 2024/25 budget.</b> Councillors discussed the financial reserves that had been earmarked to pay towards purchasing Speed Indicator Devices (SIDs). Councillors considered alternative investment options following the results of the speed survey which concluded no speed issues within the parish and the purchase of SIDS would not be beneficial.  Councillor Hughes suggested investment for a natural play area that is eco-friendly and has easy maintenance. Councillors discussed possible locations for this.  Chair suggested lottery funding could also be requested towards this. Councillors agreed for Chair to write to the Earl of Harrowby to discuss possible location options and for Clerk to investigate natural play equipment.

	<p>Councillors recalled suggestions for planters were received from members of the public at the social event in April. Councillors agreed this topic was the second most raised subject following the concerns for speed. Chair informed council that planters would be discussed further at item 11.2 on the agenda.</p> <p><b>iii)To receive an update on online banking and consider banking service provider</b>  Clerk gave an update regarding possible bank service providers and reported:</p> <ul style="list-style-type: none"> <li>a) Natwest, the Parish Councils current provider is unable to provide an online service suitable with the requirements of 2 signatures to authorise.</li> <li>b) Lloyds offer a free service with online banking available with 2/3 signatories to authorise payments.</li> <li>c) Unity £6 monthly for an online service with the ability for 2 signatories to authorise payments.</li> </ul> <p>Councillors unanimously agreed to move bank providers to Lloyds.</p> <p><b>iv)To consider and review provision of Data Protection Services from Staffordshire County Council (SCC)</b>  Councillors unanimously agreed to purchase tier 1 Data Protection Services provided by SCC at cost of £175.</p> <p><b>V)To Consider Approval of payments.</b>  Clerk presented approval of payments document which included the option for McAfee Virus protection subscription for 1 year £84.99 or 2 years at £119.19. Councillors unanimously agreed for the 2 year subscription at £119.19 and agreed for Clerk to re-claim cost.</p> <p><b>Payments were approved totalling: Net £813.39 Gross £814.89</b></p>
<b>Actions</b>	<b>Clerk</b> to investigate natural playground.
	<b>Chair</b> to write to the Earl of Harrowby.
	<b>Clerk</b> to begin process of switching bank providers.
	<b>Clerk</b> to make approved payments.
23/97	<b>To consider matters related to planning.</b> 22/36288/OUT - Councillor Frances Beatty emailed to report there had been no update regarding the appeal.
23/98	<b>To consider matters related to items raised by Councillors/Clerk</b> <u>Groundskeeping/Burston Pool</u> Councillors reported that the fishing club have been maintaining around the whole of the pool as agreed.  It was agreed Clerk to request the groundskeeper contractor to maintain the carpark by regularly spraying with weedkiller.  Councillors discussed the parking signs for Burston Car Park and agreed for signs to be purchased to state parking is for residents only. Signs also to be purchased with the same wording as current signs.
<b>Action</b>	Clerk to investigate purchase of parking signs. Clerk to contact Groundskeeper.

23/99	<p><u>Planters and King Coronation</u></p> <p>Following discussions at earlier item 23/96 ii)</p> <p>Clerk presented quote 1 and 2 obtained and Councillor Capjon presented quote 3.</p> <p>Councillors agreed to purchase planters for Sandon and Burston to commemorate the Kings coronation. Councillors unanimously agreed for purchase of:</p> <p>Quote 1: 1x Coronation Planter to be purchased for Sandon £539.28 ex VAT</p> <p>Quote 2: 4x Large Barrel Planters to be purchased for Burston £823.20 ex VAT + Matting at £6.75</p> <p>Councillors agreed for compost to be purchased and agreed for Councillor Wyatt to contact the Oak Tree Farm Project to enquire if they would plant up the planters.</p>
<b>Action</b>	<p>Clerk to order planters.</p> <p>Councillor Wyatt to contact Oak Tree Farm Project.</p>
23/100	<p><u>Items raised by councillors.</u></p> <p>Councillor Wildblood – suggested requesting pedestrian crossing traffic lights where the footpaths cross A51. Clerk to contact Highways.</p> <p>Councillor Wyatt informed Councillors the 1<sup>st</sup> April is the 50<sup>th</sup> anniversary of Town/Parish Councils and suggested Parish Council consider marking the occasion.</p> <p>Councillor Wyatt informed Councillors that representatives from Highways would be attending the Stone Area Parish Liaison Group meeting on the 1<sup>st</sup> November and asked councillors for any information/concerns to be emailed to her before then to raise at the meeting.</p> <p>Councillors discussed purchasing a gazebo and banner to use for a Parish Council Stand at social events – clerk to investigate.</p> <p>Clerk requested to contact British Legion to provide a wreath for Remembrance Day.</p> <p>Clerk requested to contact Environment Agency to request an update regarding the fallen tree previously reported, as it has not yet been removed.</p> <p>Clerk asked Councillors regarding the Style location that a member of public raised concerns regarding the accessibility. Councillors confirmed the Style is located at bridge 85/86 and the land is owned by Canal and River Trust. Suggestions were made for an accessible gate like the one installed on footpath 36. Clerk reported she had been in contact with Public Right of Way who suggested firstly contacting landowner. Clerk to contact Canal River Trust.</p>
<b>Actions</b>	<p>Clerk to contact Highways.</p> <p>Clerk to investigate Parish Council Gazebo and banner.</p> <p>Clerk to arrange remembrance wreath.</p> <p>Clerk to contact Environment Agency.</p>
Meeting finished at 8:50pm	
<b>Date of next meeting 7:00pm Tuesday 14<sup>th</sup> November 2023</b>	