**PUBLIC NOTICE**

Parish Councillors are hereby summoned to attend:

Sandon and Burston Parish Council Meeting

Meetings are held at:

Sandon Parish Rooms, Lichfield Road, Sandon, Stafford ST18 0DN

On Wednesday 24th January 2024 at 7.00pm

Issued 17.01.2024 Nikola Evans Clerk/RFO

AGENDA

**Public Open Forum**

Members of the public are invited to address the Council on any issue over which it has power for up to 5 minutes each, with the item lasting a maximum of 20 minutes.

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| 1 | To receive apologies |
| 2 | Minutes of the last meeting – 14th November 2023 - |
| 3 | To receive any declaration of Interests on agenda items |
| 4 | To adjourn the meeting to allow public participation. (Members of the public are invited to address the council for 15 minutes.) |
| 5 | To receive the Borough Councillor’s Report |
| 6 | To receive the County Councillor’s Report |
| Meeting closed to the public | |
| 7 | To receive any reports on Highways issues |
| 8 | Finance – RFO   1. To receive an update from new clerk regarding banking arrangements. 2. Payment approval 3. Budget summary 4. Bank reconciliation |
| 9 | To consider matters relating to planning |
| 10 | To discuss and consider current policies |
| 11 | To receive update on matters arising from previous minutes   1. Mobile phone 2. Zebra crossing on A51 3. Planters 4. Tree fall 5. Burston pool 6. Burston car park 7. Styles 8. Buses |
| 12 | Councillor Information and items for the next Agenda |
| 13 | To agree date of next meeting – 5th March 2024 from 7pm   1. Future meeting dates : Annual Parish Council Meeting – 7th May 2024, 7th July 2024, 3rd September 2024 & 5th November 2024. No meetings in August or December. |
| 14 | Meeting Closed |