**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 Tuesday19th March 2024 at 7.00pm

Issue Date: 12.03.2024 Clerk:  - Nikola Evans

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 – 24th January 2024 -  |
| 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 update on matters arising from previous minutes1. Planters
2. A51 Speed awareness group – update from Cllr Hugo Wildblood
 |
| 8 | To consider revoking permission for the inflatable rib dingy on Burston Car park. |
| 9 | To consider asking Oak Tree Farm to visit Burston and tidy the lane around the triangle caused by flooding |
| 10 | To consider requesting a meeting with Highway’s authority to address the blocked road gully by the triangle. |
| 11 | Finance – RFO 1. Payment approval
2. Budget summary
3. Bank reconciliation
 |
| 12 | To consider matters relating to planning1. 23/37641/FUL at Romer Cottage Butterhill Bank Burston - Reclassifying existing guest house from a Class 1 Holding Let to an auxiliary dwelling, including the construction of a new linking structure connecting the two existing buildings.
2. 23/38725/Ful at Shaw Wood Farm Butterhill Lane Smallrice – Erection of new milking parlour
3. 23/38716/FUL at Shaw Wood Farm Butterhill Lane Smallrice – Erection of new loose housing barn.
4. 24/38740/LBC – Replacement windows on a listed building, The Old Smithy, Hilderstone Road, Sandon.
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| 13 | To discuss current policies1. Risk Assessment for 2024
2. Scheme of delegation for 2024/25
3. Data Protection Policy
 |
| 14 | To discuss the parish council website.1. What information do we want to include?
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| 15 | Councillor Information and items for the next Agenda |
| 16 | To agree date of next meeting – Annual Parish Council Meeting – 7th May 20241. Future meeting dates: 7th July 2024, 3rd September 2024 & 5th November 2024. No meetings in August or December.
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| 17 | Meeting Closed |