Parish Councillors are hereby summoned to attend:

Sandon and Burston Annual Parish Council Meeting

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

On Tuesday 7th May 2024 at 7.30pm

Issued 30.04.2024 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 | Election of Chairman   1. Newly elected chairman to sign the declaration of office to Chairman. LGA 1972 s83(4)(a) |
| 2 | Election of Vice Chairman |
| 3 | Apologies |
| 4 | Co-option of three new members to fill vacant seats.   1. New members to sign declaration of acceptance of office – LGA 1972 s83 (4)(b) & (c) |
| 5 | Minutes of the last meeting – 19th March 2024 - |
| 6 | Declaration of Interests on agenda items |
| 7 | To adjourn the meeting to allow public participation |
| 8 | To receive a report from Stafford Borough Councillor and Staffordshire County Councillor |
| 9 | Planning |
| 10 | To discuss and decide on actions for the following issues within the parish.   * A51, specifically from where is changes from 40mph to 60mph just past Sandon Village up to just past Burston Village. * Damaged bridge over River Trent from fallen tree. * Footpath 36 erosion * Blocked culvert where the stream meets Trent and Mersey Canal then flows off towards the river Trent. |
| 11 | To review the following policies   1. Standing Orders 2. Financial Regulations 3. Asset Register 4. Risk Assessment for the Parish council and its functions. (Internal Control) 5. Scheme of delegation |
| 12 | To review arrangements for the parish council becoming eligible to exercise the general power of competence in the future. |
| 13 | Finance – RFO   1. Payment approval 2. Budget summary 3. Bank reconciliation. 4. Circulation and receipt of Internal Audit 2023/24 5. Approval of Annual Governance Statement 2023/24 6. Approve Accounting Statements 2023/24 7. Approve certificate of exemption 2023/24 8. To discuss quotes received for parish council insurance 2024-25 |
| 14 | Councillor Information and items for the next Agenda |
| 15 | To agree date of next meeting – 2nd July 2024 |
| 16 | Meeting Closed |