**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 July 2024 at 7.00pm

Issue Date: 17.07.2024 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 | Chairman to formally open the meeting |
| 1 | To receive any declaration of Interests on agenda items |
| 2 | To receive apologies  |
| 3 | To approve the minutes of the last meeting – Annual Parish Council Meeting – 7th May 2024  |
| 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 - Sandon
2. Drain clearing, Sandon A51 and Millwich Road
3. Potential bus routes
4. Issues with A51 speeding vehicles - Community speed watch
5. Update on meeting with highways officers and other authorities
6. Update from church PCC
7. Update on culvert
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| 8 | To discuss quotes obtained from contractors for grounds maintenance in Sandon and Burston |
| 9 | To discuss updating the parish council’s ribbon of office. |
| 10 | To discuss installing a hearing loop at Sandon Parish Rooms |
| 11 | To Discuss the use of Burston car park |
| 12 | Finance – RFO 1. Payment approval
2. Budget summary
3. Bank reconciliation
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| 13 | To consider matters relating to planning1. 24/39339/HOU Whitehouse Lane Cottage, Whitehouse Lane, Hollywood. Erection of a replacement outbuilding for use as office/workshop/garage.
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| 14 | Councillor Information and items for the next Agenda |
| 15 | To agree date of next meeting – Annual Parish Council Meeting – 3rd September 20241. 5th November 2024. No meetings in August or December.
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| 16 | Meeting Closed |