

NOTICE OF PARISH COUNCIL MEETING (LGA 1972)

To Members of the Parish Council:

Cllr H Wildblood (Chairman), Cllr A Hudson (Vice Chairman), Cllr L Barnett, Cllr A Greaves, Cllr P Hickey, Cllr R Wildblood, Cllr G Wyatt.

This NOTICE IS HEREBY GIVEN that a meeting of Sandon and Burston Parish Council will be held at Sandon Parish Rooms, Lichfield Road, Sandon, Stafford ST18 0DN commencing at 7 pm on Tuesday 5th November 2024 and members of the Council are hereby summoned to attend for the purposes of transacting the following business. The meeting will be open to the public unless the Council otherwise directs. (Public Bodies (Admission to Meetings) Act 1960

Issued by - Mrs VRE Gibson – Parish Clerk

Date: 29 October 2024

AGENDA

- 24.11.001 APOLOGIES AND APPROVAL OF ABSENCES
- 24.11.002 TO RECEIVE DECLARATIONS OF INTERESTS AND TO CONSIDER REQUESTS FOR DISPENSATIONS.
- 24.11.003 TO RESOLVE THE MINUTES OF THE MEETINGS HELD ON 9th September 2024 ARE A CORRECT RECORD
- 24.11.004 TO RESOLVE THE MINUTES OF AN EXTRAORDINARY PARISH MEETING HELD ON 1st October 2024 ARE A CORRECT RECORD
- 24.11.005 STAFFING MATTERS – TO CONSIDER AND APPROVE NEW CLERK APPOINTMENT
- 24.11.006 PUBLIC PARTICIPATION*
- 24.11.007 TO RECEIVE STAFFORD BOROUGH COUNCILLOR REPORT
- 24.11.008 TO RECEIVE STAFFORDSHIRE COUNTY COUNCILLOR REPORT
- 24.11.009 TO CONSIDER AND APPROVE DRAFT BUDGET 2025-2026
- 24.11.0010 TO CONSIDER AND APPROVE AN EXTRAORDINARY MEETING ON 3RD DECEMBER 2024 FOR THE PURPOSE OF CONFIRMING BUDGET AND PRECEPT REQUEST FOR 2025-2026
- 24.11.0011 TO CONSIDER AND APPROVE BUDGET AND PROJECT PLAN FOR INFORMATION BOARD FOR SANDON STOCKS
- 24.11.0012 TO RECEIVE AN UPDATE ABOUT PROGRESS OF RESOLUTIONS FROM PREVIOUS MEETING:
 - PLANTERS – SANDON VILLAGE CENTRE – CONFIRM PURCHASE BUDGET AND DELIVERY TIMELINE
 - HEARING LOOP – CONFIRM PURCHASE BUDGET AND DELIVERY TIMELINE
 - BUS SERVICE – UPDATE
 - CANAL TOW PATH – UPDATE
 - CANAL CULVERT - UPDATE
 - FOOTPATH 36 AND REPLACEMENT BRIDGE – UPDATE

* The item, Public Participation, allows 15 minutes of each Parish Council Meeting, for members of the public to make representations or give evidence in connection with items included on the agenda. Each representation must be a maximum of 3 minutes. At the discretion of the Chairperson, the meeting may be adjourned to give members of the public present an opportunity to raise other matters of public interest.

- The Openness of Local Government Bodies Regulation 2014 – allows the filming and recording of Parish Council meetings

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- BOAT IN BURSTON CAR PARK – UPDATE
 - COUNCILLOR EMAIL ADDRESSES – TO CONSIDER AND APPROVE FORMAT
- 24.11.0013 TO CONSIDER AND APPROVE THE NALC CIVILITY AND RESPECT PLEDGE AND DIGNITY AT WORK POLICY
- 24.11.0014 TO CONSIDER AND APPROVE THE ROLES FOR COUNCILLORS

Footpaths	
Highways	
Internal Audit Trail	
Noticeboards – Sandon and Burston	
Newsletter	
Community Engagement	
Asset Management/Inspection	

- 24.11.0015 TO CONSIDER PLANNING APPLICATIONS AND RECEIVE PLANNING DECISIONS- applications on website
- 24.11.0016 FINANCE – TO CONSIDER & AUTHORISE PAYMENTS OF LIST BELOW AND RECEIVED FINANCIAL UPDATES:

Ref/Cheque	Item	Amount
1/1066	HP Printer – refund Clerk	£70
2/1067	Trent Grounds Maintenance – Grass Cutting for 2024	£564 (inc £94 VAT)
3/DC	Microsoft 365 – Annual Subscription	£59.99
4/1068	Council Administration – April to September – back pay previous Clerk	£68.93
5/1069	RBL Poppy Appeal donation	£60
6/DC	HMRC – October 2024	£61.40
7/1070	Council Administration – October	£307.33
8/1071	Homeworking Allowance	£10

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BANK RECONCILIATION 17.10.2024

Receipts and payments									
a. Opening balance 1st April 2024 - figure taken from Audit form									16,742.00
b. Total receipts									11,050.06
c. Total payments									4,017.91
d. Surplus/(Deficit) in the year (b-c)									7,032.15
e. Closing balance (a+d)									23,774.15

24.11.0017 ASSET REGISTER - UPDATE

24.11.0018 CORRESPONDENCE

24.11.0019 CLERK REPORT

24.11.0020 COUNCILLORS REPORTS (INFORMATION ONLY)

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