

Sandon and Burston Parish Council Meeting Minutes

<https://sandonandburstonpc.org.uk/>

Minutes for an Extraordinary meeting held on Tuesday 3rd December 2024, at Sandon Parish Room, Lichfield Road, Sandon, Stafford ST18 0DN. The meeting commenced at 7.02pm.

Present: Cllr H Wildblood (Chairman), Cllr L Barnett, Cllr A Greaves, Cllr P Hickey, Cllr R Wildblood, Cllr G Wyatt, Cllr J Price (SCC), a member of public and the clerk.

EM 24.12.001 APOLOGIES AND APPROVAL OF ABSENCES – Cllr Aspin (Borough), Cllr Parry (County), Cllr Ashley Hudson. APPROVED

EM 24.12.002 TO RECEIVE DECLARATIONS OF INTERESTS AND TO CONSIDER REQUESTS FOR DISPENSATIONS. - NONE

EM 24.12.003 TO RESOLVE THE MINUTES OF PARISH MEETING HELD ON 5th November 2024 ARE A CORRECT RECORD. RESOLVED

EM 24.12.004 PUBLIC PARTICIPATION:

Cllr Price (Staffordshire County Councillor for Stafford - Stafford North) addressed the meeting and gave details regarding the Boundary Changes coming into effect in May 2025. Details on the Local Government Boundary Commission website <https://www.lgbce.org.uk/all-reviews/staffordshire> , he also provided information and guidance to the Council about SENDS, Potholes, Drainage, Speeding and Litter.

EM 24.12.005 TO RECEIVE ORAL/Written REPORT FROM BOROUGH/COUNTY COUNCILLORS - NONE

EM 24.12.006 TO CONSIDER AND APPROVE BUDGET SPEND FOR CURRENT YEAR – 2024-2025

The Councillors reviewed the additional quotes received since last Budget meeting and RESOLVED to include the following additional quotes into this year budget spend:

Gully Clearing (RTS Contractors), Grit Box (Gritbox.net), Planters Slabs (S.Shelley), Lengthsman increase, Christmas Tree Grants.

Clerk to upload the final budget onto the website.

EM 24.12.007 TO CONSIDER AND APPROVE BUDGET for 2025-2026

Councillors reviewed the Budget figures for next year and made amendments to the DRAFT Budget. The final Budget amount agreed as £15,339

This included:

Information Board reviewed two quotes. RESOLVED to include £329.50 quote from JCA Graphics.

Speed Indicator sign add cost of installation x 3 – reviewed costings and RESOLVED to remove permit to dig and license costs and to approach Cllr Parry to cover these SCC costs.

Hearing Loop – RESOLVED to remove item in 2025-2026 and consider again once a survey can be completed.

EM 24.12.008 TO CONSIDER AND APPROVE PRECEPT (2025-2026) REQUEST TO STAFFORD BOROUGH COUNCIL (SBC)

The Councillors RESOLVED the following:

Precept amount to be requested: £15,339

SBC confirmed amount charged to taxpayers £14,839.96, as Gov Grant of £499.04.
Band D charge to residents is: £86.69 (Annual)

EM 24.12.009 TO RECEIVE AN UPDATE ABOUT PROGRESS OF RESOLUTIONS FROM PREVIOUS MEETING

FOOTPATH 36 – (Two Saints Way) - BRIDGE REPLACEMENT

Letters requesting support sent to Lichfield Diocese, St Rufin’s Church, British Pilgrimage Trust and Stone Rural Parish Council.

Cllr Wildblood updated the meeting to advise Staffordshire County Council have made progress and updates will be in the News area of the website.

CANAL CULVERT – BURSTON – DISCUSS CANAL AND RIVER TRUST RESPONSE (CASE:1372330)

Canal and River Trust advised there is a silt bank in the brook downstream of the culvert, which is causing a restriction and leading to water backup. The watercourse below the culvert falls outside of Trust ownership.

Councillors considered the update and RESOLVED to write back to the Canal and River Trust requesting further information.

EM 24.12.0010 TO CONSIDER AND APPROVE REQUESTING GULLY CLEANING SCHEDULE VIA FREEDOM OF INFORMATION FROM STAFFORDSHIRE COUNTY COUNCIL.

Councillors RESOLVED for Clerk to submit a Freedom of Information request to SCC, asking for scheduling details: how often Gullies are emptied and when they were last emptied in our Parish. Clerk advised to copy Cllr Mark Deaville (SCC) into the request.

EM 24.12.0011 TO CONSIDER AND APPROVE REQUEST FOR SIGNAGE REGARDING DOG FOULING FROM STAFFORD BOROUGH COUNCIL.

Councillors RESOLVED for Clerk to make a request to Stafford Borough Council for signs on A51, Hilderstone Road, Purl Lane. Clerk to ask for an additional dog bin on Purl Lane (Purl Cottage).

EM 24.12.0012 TO CONSIDER PLANNING APPLICATIONS AND RECEIVE PLANNING DECISIONS:
NONE

EM 24.12.0013 FINANCE – TO CONSIDER & AUTHORISE PAYMENTS OF LIST BELOW AND RECEIVE FINANCE UPDATES:

HMRC and cheque payments made 07.11.2024 - NOTED

VAT Reclaim for 2023 and 2024 sent for £398.32 - NOTED

NATWEST – online access requested for Clerk, standing orders set up for Council Administration and Home Working Allowance. NOTED

Internal Auditor – Councillors RESOLVED to continue with services of Black Rose Solutions Ltd for 2024-2025 Audit.

Ref/Cheque No 15 – duplicate of No 3 on previous Agenda – removed from Accounts and Agenda/Minutes. NOTED

RESOLVED for all payments below to be made:

Ref/Cheque	Item	Amount
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13/DC	Fine Flowers, Rugeley	£40
14/DC	Postage Stamps and Registered mail for VAT126 reclaim	£15.15
16/1076	Stone Community First Responders donation	£50
15	Duplicate – removed.	
17/1077	SPCA – 2024-2025	£137
18/1078	Sandon Christmas Tree and lights Grant	£150
19/1079	Burston Christmas Tree and lights Grant	£150
20/SO	Council Administration – November	£332.95
21/SO	Homeworking Allowance	£10
RECEIVED AFTER AGENDA ISSUED.		
22/1080	Sandon Parish Room – 7 meetings	£280
RECEIVED		
8	Nat West interest	£19.44
11	Nat West interest	£19.34
12	VAT 126 reclaim	£398.32

Bank Reconciliation:

Bank Accounts						Date
				Current Account	9,186.74	29.10.2024
				Business Reserves	15,789.02	30.08.2024
					24,975.76	
Add: unrepresented income					0.00	
Less: unrepresented cheques					2,210.76	
					22,765.00	

EM 24.12.0014 CORRESPONDENCE

Council received 10 items of correspondence.

Post Office – Parish Rooms – advised hours to be reduced on Tuesday to 10-12 and asked for Council help to publicise the service.

Councillors discussed the request for publicising the service and RESOLVED to include onto Agenda for January 2025. The discussion highlighted parcels can be sent, car park is free, posters needed on Parish Room noticeboard, add a further item onto Council website.

EM 24.12.0015 CLERK REPORT

Register of Interest form for Cllr Greaves & Cllr Barnett on website and to SBC

Fine Flowers Rugeley (01889 578593) provided flowers as a Thank you to previous Clerk Nikola Evans, card sent separately.

Christmas Trees 2024 – Sandon and Burston Village Groups confirmed they would like a donation to install trees and battery lights.

CPRE membership – set up annual direct debit for £36. First payment 21st December 2024.

Sakura Cherry Tree project – details provided to Parish Room contact.

First Bus – Clerk completed contact us forms on website, requesting Route 101 and 841 be diverted to ensure service in both Sandon and Burston.

Response received: Our thanks to Sandon and Burston Parish Council for getting in touch about our 841 service. Several factors contribute to our routes like footfall patterns, traffic patterns across the network, and, chiefly, whether there is sufficient demand in particular regions to be serviced. Our operational, networking, and commercial teams review our services regularly, looking at these factors along with the performance and sustainability of the service.

Councillors discussed response and RESOLVED for Clerk to create a questionnaire for residents to gauge requirement for 101 and 841 bus service. Councillors will visit residents with questionnaire and copies in Sandon Village Store.

Remembrance Sunday – wrote to Chief Constable, Commissioner of Police and MP, requesting support for traffic calming 19.11.2024

Legal Services - Zurich Insurance confirmed Council does have access to legal services – RESOLVED for Clerk to contact to ask whether we are covered, and if so, how to proceed.

EM 24.12.0016 COUNCILLORS REPORTS (information only)

Councillors requested Litter Picking Event and Post Office/Parish Room to be on January Agenda.

Councillors requested Clerk to report via SCC report it website details of a Hedge that needs to be cut back away from footpath.

DATE OF NEXT MEETING:

The Next Parish Council meeting will be held on 7th January 2025 at 7pm. The meeting was formally closed at 20.48

Signed.....