

Sandon and Burston Parish Council Meeting Minutes

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

DRAFT Minutes for a meeting held on Tuesday 1st July 2025, at Sandon Parish Room, Lichfield Road, Sandon, Stafford ST18 0DN. The meeting commenced at 7pm.

Present: Cllr H Wildblood (Chairman), Cllr A Hudson, Cllr L Barnett, Cllr A Greaves, Cllr P Hickey (Vice Chairman), Cllr G Wyatt, James Tabernor (Remembrance Sunday Rep), a member of public and the clerk.

25.07.001 APOLOGIES AND APPROVAL OF ABSENCES – Cllr R Wildblood - APPROVED

25.07.002 TO RECEIVE DECLARATIONS OF INTERESTS AND TO CONSIDER REQUESTS FOR DISPENSATIONS. NONE

25.07.003 TO RESOLVE THAT THE MINUTES OF PARISH MEETING HELD ON 13th May 2025 ARE A CORRECT RECORD. **RESOLVED**

25.07.004 TO RESOLVE THAT THE MINUTES OF THE ANNUAL MEETING HELD ON 13th May 2025 ARE A CORRECT RECORD. **RESOLVED**

25.07.005 PUBLIC PARTICIPATION

The member of the public updated the Councillors that planning permission has now been submitted to Stafford Borough Council for the site known as Burston Cottage Farmhouse and outbuildings.

25.07.006 TO RECEIVE AN UPDATE FROM SANDON REMEMBRANCE SUNDAY REPRESENTATIVE

James Tabernor (Representative for Sandon Remembrance Sunday Group) updated the Council on the following: The Police have confirmed they will not close the A51 or provide any options to pause traffic during the 2 minutes silence. The group are currently working towards gaining permission to move the “event” to the Church. The Parish Council RESOLVED to support the proposed move.

Councillors discussed with James the offer to fund a plaque that could be located in or around the Church. James Tabernor will update the Council once arrangements for the “event” have been finalised.

Council RESOLVED to include funds in 2026/2027 Budget to cover cost of a plaque, once confirmation of design and size is provided by Sandon Remembrance Sunday Group.

Cllr Hugo Wildblood thanked James Tabernor and the Remembrance Sunday Group for their service to the Parish.

25.07.007 TO CONSIDER THE PROCESS FOR PROVISION OF EV CHARGING POINTS IN PARISH.

The Clerk provided the webinar by Energy Saving Trust in regards to EV Charging provision. Councillors RESOLVED that Burston car park has limited space for EV provision. Council RESOLVED to provide the webinar to the Greyhound public house and to the Parish Room committee for them to investigate further.

25.07.008 TO CONSIDER 2 QUOTATIONS FOR WEED CONTROL FOR A51 FOOTPATH AND APPROVE AWARDING CONTRACT FOR 2025/2026.

The Councillors considered two quotes for weed control in 2025 and 2026.

Council RESOLVED to accept SJS Home and Garden Services quote for both 2025 and 2026.

Council RESOLVED to issue contract to SJS and Cllr Wildblood signed order for both years.

Councillors RESOLVED for Clerk to obtain further quotes for Hilderstone Road, the Quotation Spec to be agreed by Chair and Vice Chair before issuing. Quotes to be considered in September meeting.

25.07.009 TO RECEIVE AN UPDATE ABOUT PROGRESS OF RESOLUTIONS FROM PREVIOUS MEETING

BOAT IN CAR PARK – UPDATE

The boat was removed by the end of May. A thank you letter was sent to resident
03.06.2025

FOOTPATH 36 – BURSTON, FOOTPATH BRIDGE REPLACEMENT – UPDATE

The footpath bridge and fallen tree were removed from river – 22.05.2025

SCC have provided the following update:

By the end of July. If reusing the existing bridge, carry out any repairs or remove the bridge off site for disposal, or place the order for a replacement bridge and confirm manufacture and delivery date.

By the end of August. Programme dates for replacement to be installed based on confirmed delivery date. Carry out environmental surveys. Design temporary supports to enable placement. Apply for necessary permissions and permits with relevant authorities.

Continued liaison with landowners with regards to access for permanent works.

By the end of December - Substantial completion of works to the bridge and lifting current footpath closure.

SIDS LOCATION AND INSTALLATION – UPDATE

New location map sent to SCC on 03.06.2025 – several follow up emails sent, not reply by meeting.

Councillors considered quotation for one sign to be movable and RESOLVED not to have movable signs, but static only.

Clerk to continue to obtain permission from SCC regarding proposed locations.

STATIC SPEED SIGNS – UPDATE

Cllr H Wildblood received a response from Police regarding the timeline for the static cameras to become digital, but no timeline could be given or confirmation that they will be included in the digitalisation programme.

RESOLVED for Clerk to continue to chase information from the Safer Staffordshire Road Committee and the Police.

CANAL BRIDGE B5066 – UPDATE

Chair and Vice Chair invited SCC, SBC, Sandon Estate to a meeting to discuss adding a weight limit to this single-track canal bridge on B5066– 03.06.2025 – a further email requesting availability in early September 01.07.2025, RESOLVED for Clerk to set date, once all replies received.

LITTER BIN REQUEST – UPDATE

SBC reviewed our current litter bin locations (8) and concluded they would provide an extra bin at the Burston Junction.

SBC offered free Dog Fouling Stickers – Clerk ordered 15. Received and distributed in meeting.

25.07.0010 TO DISCUSS AND REVIEW THE SBC COMMUNITY ASSET PROCEDURE FOR BURSTON CHAPEL, BURSTON.

The Councillors discussed the process for submitting a Community Asset request and RESOLVED for Clerk to start the process with Stafford Borough Council.

<https://www.staffordbc.gov.uk/assets-of-community-value>

25.07.0011 TO CONSIDER PLANNING APPLICATIONS AND RECEIVE PLANNING DECISIONS:
NEW

24/40006/FUL - Greyhound Cottage Old Lichfield Road Burston Stafford Staffordshire ST18

ODR- The reconfiguration of an existing garage/annexe into a self-contained dwelling –

AMENDED PLANS - No comment added 05.06.2025

Neighbouring Planning

22/36919/OUT - Land Off Sandon Road And MOD 4 Site Beaconside Stafford - Outline planning application for residential development of up to 420 dwellings.

The Parish Council made a request to Ed Handley, SBC planning officer, via an email asking for permission to submit our highways concerns for the Planning Committee to review, before the S106 is signed – 29.05.2025. Ed Handley confirmed S106 not signed. Ian Curran, Head of Legal, to confirm date that S106 to be signed. Ian Curran confirmed no date set for signing of S106 – 12.06.2025

The Parish Council RESOLVED to request legal advice regarding this application, as the Parish Council believe there is a legal challenge, before the S106 is signed, and has requested again to recall the application be sent back to Stafford Borough Council (SBC) Planning Committee. Sandon and Burston PC believes that SBC failed to consider implications of application in terms of safety and impact on the highways (B5066/A51 junction and the narrow bridge on B5066) and the Community impact, as per NPPF (National Planning Policy Framework) guidelines, as the Committee used a Highways Report that only considered highways data from 2014 not up to date data.

The Council also RESOLVED to contact Salt Parish Council with the above concerns.

25.07.0012 TO RECEIVE ORAL/WRITTEN REPORT FROM BOROUGH/COUNTY COUNCILLOR

Cllr Aspin updated the Council that SBC are implementing new processes for the Planning Department, which will enable smooth running within 6 months.

Cllr Aspin advised that SBC Local Plan policies will be reviewed in a meeting on 14th July.

Cllr Aspin highlighted the Staffordshire Moorlands report on Local Government Reorganisation and advised Councillors to view the documents on Staffordshire Moorlands website, in the Cabinet minutes area or Local Government Reorganisation area.

<https://www.staffsmoorlands.gov.uk/article/1328/The-Cabinet>

<https://www.staffsmoorlands.gov.uk/Local-Government-Reorganisation>

Cllr Aspin advised the Councillors that the next state for Final Submission to the Government

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regarding Local Government Reorganisation is 28th December 2026.
2025.

25.07.0013 FINANCE – TO CONSIDER & AUTHORISE PAYMENTS OF LIST BELOW

All May payments sent on 14.05.2025

Cheques 1090/1091/1093 signed in May meeting.

Cheque 13/1094 signed between meetings - using Financial Reg 6.9 (iii)

VAT 126 Reclaim for £156 received.

BUDGET MONITORING TABLE – created for Councillors and issued by email and in meeting.

Councillors RESOLVED for Clerk to make the following payments.

Ref/Cheque	Item	Amount
10/1090	Zurich Insurance	£300
11/1091	SCC Data Protection – Annual Contract	£190
1092 cheque	VOID	VOID
12/1093	Community Donation – Compass Magazine	£150
13/1094	Oak Tree Rural Project – plants and compost for two planters	£240
14/dc	Stamps – 1 large – 8 second	£10.11
15/so	Staffordshire Pension Fund - May	£97.79
16/so	Home Working Allowance	£10
17/so	Council Administration	£328.83
18/DD	HP Printer Ink	£6.49 (inc £1.08 VAT)
18a/SO	Staffordshire Pension Fund - June	£97.79
19/1095	TGM Invoice – Grass Cutting – April/May	£246 (inc £41 VAT)
INVOICES RECEIVED AFTER AGENDA ISSUED		
20/1096	Local Authority Technology CIC (Parish Online)	£28.80 (inc £4.80 VAT)
21/so	HP Printer Ink	£6.49 (inc £1.08 VAT)
22/so	Home working allowance	£10
23/so	Council Administration	£328.83
24/1097	Simon Down – Footpath clearance	£600 (inc £100 VAT)
RECEIVED		
3	Nat West Interest	£15.96
4	Nat West Interest	£14.10
5	VAT	£156
BANK BALANCE		
Nat West Current	24.06.2025	£9,452.02
Nat West Reserve	30.05.2025	£15,944.58

Reconciliation on 24.06.2025			
a. Opening balance 1st April 2025			20,297.41
b. Total receipts			8,128.41
c. Total payments			3,275.22
d. Surplus/(Deficit) in the year (b-c)			4,853.19
e. Closing balance (a+d)			25,150.60

Bank accounts			date
Current account	9,452.02		24.06.2025
Business Account	15,944.58		30.05.2025
	25,396.60		
Add: unrepresented income	0.00		
Less: unrepresented cheques	246.00		
	25,150.60		

25.07.0014 CORRESPONDENCE

Civic Service Invitation to Chair from Stone Town Mayor and Mayoress, Councillor Jason Metters and Miss Sarah Goodall, for the Civic Service and Parade in Stone on Sunday 13 July 2025 at 10.45am.

Willow Tree removal – Footpath 36 – resident offered to help with clearing the area, Clerk passed details to SCC Rights of Way Team. 03.06.2025

Woodland Trust – free tree offer – sent to Councillors.

<https://www.woodlandtrust.org.uk/plant-trees/schools-and-communities/>

Compass Magazine – request for articles – article submitted 05.06.2025

Local Government Reorganisation - feedback letter from the Ministry of Housing, Communities and Local Government (MHCLG) regarding our interim plan for Local Government Reorganisation (LGR). The letter from MHCLG makes it clear that their feedback is guidance to support development of final Staffordshire-wide plans - and not approval of the interim proposal. A full business case submission needs to be sent to them by 28 November 2025. On website in news 10.06.2025

25.07.0015 CLERK REPORT

Disclosable Pecuniary Interest forms on website, Cllr H Wildblood, Cllr P Hickey, Cllr A Hudson, Cllr R Wildblood, Cllr G Wyatt, Cllr A Greaves, Cllr L Barnett

Highways – Reported missing reflective strips on Canal Bridge, Sandon Bank, B5066 – 05.06.2025 – they claim to not be able to find a fault, so reported it again 16.06.2025

Highways – weed control on A51 footpath, unable to report to SCC, as have schedule only for weed control. Reported to SBC via Streetscene portal - Your reference is 6962-6172-5704-2674 – SBC closed report stating SCC responsibility.

Zurich Insurance – Claim Team – advised that legal advice no longer needed for Boat removal – 10.06.2025

Parish Online – Free Clerk .gov.uk email address – discussed with Chair, emailed to request to start process – 10.06.2025 – new email address created – added 10GB of data storage (£24 +VAT) – new email address is clerk@sandonburstonparishcouncil.gov.uk – will set up forwarding service with SCC after July meeting. sent request 24.06.2025

25.07.0016 COUNCILLORS REPORTS (information only)

Councillors advised that the Speed Sign on Hilderstone Road, both sides are covered by overgrown hedges. Clerk to contact landowners.

Councillors advised the priority signs on Canal Bridge (B5066) are overgrown. Clerk to report to SCC.

Councillors advised central reservation by Static Sign near Burston overgrown. Clerk to report to SCC

Councillors advised the central reservation directional sign is knocked over, junction of A51/Milwich Road. Clerk to report to SCC.

Councillors requested that TGM Ltd strim around the Water Wheel, opposite Burston Green. Clerk to contact TGM Ltd.

Councillors discussed speeding motor bikes along the A51 from by the shop all the way to Stone roundabout. Clerk to investigate how to report this anti-social behaviour.

Council moved to closed session.

25.07.0017 STAFFING COMMITTEE RECOMMENDATIONS REGARDING LOCAL GOVERNMENT PENSION SCHEME 2014 POLICY STATEMENTS FOR EMPLOYEES - PUBLIC EXCLUDED (Public Bodies(Admissions to meetings)Act 1960)

Stafford Pension Fund provided policy statements to Parish Council Staffing Committee.

Staffing Committee amended policies and recommended to Council to adopt.

Councillors RESOLVED to adopt, Cllr Hugo Wildblood signed. Clerk to forward to Stafford Pension Fund and to keep a copy in Employment Folder.

DATE OF NEXT MEETING:

The Next Parish Council meeting will be held **on the second** Tuesday, being 9th September 2025 at 7pm. The meeting was formally closed at 20.50

Signed.....