

NOTICE OF PARISH COUNCIL MEETING (LGA 1972)

To Members of the Parish Council:

Cllr H Wildblood, Cllr L Barnett, Cllr A Greaves, Cllr A Hudson 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 Room, Lichfield Road, Sandon, Stafford ST18 0DN on Tuesday 6<sup>th</sup> January 2026 at 7pm 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: 30 December 2025

**AGENDA**

- 26.01.001 APOLOGIES AND APPROVAL OF ABSENCES
- 26.01.002 TO RECEIVE DECLARATIONS OF INTERESTS AND TO CONSIDER REQUESTS FOR DISPENSATIONS.
- 26.01.003 TO RESOLVE AS CORRECT THE MINUTES OF THE MEETINGS HELD ON 4<sup>th</sup> November 2025 ARE A CORRECT RECORD
- 26.01.004 PUBLIC PARTICIPATION\*
- 26.01.005 COUNCIL VACANCY – UPDATE
- 26.01.006 TO CONSIDER AND APPROVE VICE CHAIRMAN FOR COUNCIL
- 26.01.007 TO CONSIDER AND APPROVE CO-OPTION POLICY
- 26.01.008 TO CONSIDER AND APPROVE QUOTATION FOR BENCH REPAIRS – BURSTON POOL
- 26.01.009 TO CONSIDER AND APPROVE COUNCIL INFORMATION LEAFLET
- 26.01.0010 TO CONSIDER AND APPROVE CREATION OF A RESIDENT’S EMAIL LIST IN ORDER TO SEND OUT A BI-MONTHLY E-NEWSLETTER
- 26.01.0011 TO CONSIDER AND APPROVE NEW NOTICEBOARD QUOTATIONS
- 26.01.0012 TO RECEIVE AN UPDATE ABOUT PROGRESS OF RESOLUTIONS FROM PREVIOUS MEETING:
  - SPEED INDICATOR SIGNS – CONSULTATION UPDATE
  - FOOTPATH 36 – BRIDGE REPLACEMENT - UPDATE
  - INFORMATION BOARD – SANDON STOCKS - UPDATE
  - CANAL FOOTPATH 85 STILE AND STEP REPLACEMENT – UPDATE
  - MOD PLANNING – UPDATE
  - CHRISTMAS DECORATIONS - 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

Sandon and Burston Parish Council

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

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- 26.01.0013 TO CONSIDER AND APPROVE THE CANAL BRIDGE WORKING GROUP REPORT
- 26.01.0014 TO CONSIDER PLANNING APPLICATIONS AND RECEIVE PLANNING DECISIONS- applications on website.
- 26.01.0015 TO RECEIVE ORAL/Written REPORT FROM BOROUGH/COUNTY COUNCILLOR
- 26.01.0016 FINANCE – TO CONSIDER & AUTHORISE PAYMENTS OF LIST BELOW AND RECEIVED FINANCIAL UPDATES:

Ref/Cheque	Item	Amount
58/BT	TGM – Grass Cutting	£270 (inc £45 VAT)
59/BT	Sandon Room Annual Meeting Room rent	£240
60/dc	Postage – Consultation letters and 2 <sup>nd</sup> class stamps	£19.56
61/bt	Marchington IT – Computer service and memory card	£38
62/so	Staffordshire Pension Fund	£109.51
63/so	Homeworking Allowance	£10
64/so	Council Administration	£368.23
65/dd	HP Printer Ink – October	£6.49 (inc £1.08 VAT)
66/dd	HP Printer Ink – November	£13.99 (inc £2.33 VAT)
66a/1075	Unpresented cheque from 2024 - Refreshments	£42.99
67/BT	Oak Tree Farm Project – Burston Planters	£270
68/so	Staffordshire Pension – December	£109.51
68a/DD	Campaign to protect countryside CPE – annual subs	£36
69/so	Home working allowance – December	£10
70/so	Council Administration – December	£368.23
71/dd	HP printer ink – December	£6.49 (inc £1.08 VAT)
72/1109	CLlr A Hudson – Christmas Lights Batteries refund – Burston	£34.16
RECEIVED		
12	Nat West Interest	£13.79

- 26.01.0017 CORRESPONDENCE
- 26.01.0018 CLERK REPORT
- 26.01.0019 COUNCILLORS REPORTS (INFORMATION ONLY)

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