

DRAFT Minutes for an ANNUAL Parish meeting held on Tuesday 5th May 2026, at Sandon Parish Room, Lichfield Road, Sandon, Stafford ST18 0DN. The meeting commenced at 7pm.

Present: Cllr H Wildblood, Cllr A Greaves, Cllr O Antcliff, Cllr R Wildblood, Cllr G Wyatt, Cllr Karine Aspin (SBC) and the clerk.

A25.05.001 ELECTION OF CHAIR - 2026-2027

Cllr Hugo Wildblood was unanimously elected Chairman for 2026-2027. Acceptance form signed.

A25.05.002 ELECTION OF VICE CHAIR – 2026-2027

Cllr Adam Greaves was unanimously elected as Vice Chair for 2026-2027.

A25.05.003 APOLOGIES AND APPROVAL OF ABSENCES. Cllr A Hudson - APPROVED.

A25.05.004 TO RECEIVE DECLARATIONS OF INTERESTS - NONE

A25.05.005 TO CONSIDER AND APPROVE THE MINUTES OF ANNUAL MEETING HELD ON 13TH MAY 2025 ARE A CORRECT RECORD. RESOLVED

A25.05.006 CHAIR REPORT 2025 – 2026.

Cllr Hugo Wildblood provided the following report:

There have been many changes over the last twelve months to Sandon and Burston Parish Council, our clerk, Ginny Gibson has been excellent with her guidance to us all and as Chair her advice to me and her help have been fantastic.

Councillor Patrick Hickey stood down as Vice Chair as did Councillor Liann Barnett, we wish both well and thank them both for their service to the Parish; Councillor Owain Antcliff joined us and we currently have one vacancy. I would like to say a big thank you to our councillors, to those who have left us and a warm welcome to our new councillors.

This last year has seen our main activity concentrating on three large issues, firstly the River Trent bridge in Burston, which was forced off its river bank on the Aston side of the river by a fallen Willow tree in 2023. The council has been pressing the County Council to resolve the problem ever since it occurred. Throughout the intervening years since the damage occurred there have been numerous repair dates, with a budget put in place in 2025 but no works undertaken to date. Although we are told that a definite start date is set for June. We will wait and see....

The second concern has been the speed on A51. Whilst there was a proposal to provide 3 Speed Indicator Devices (SIDs) in Sandon to encourage drivers to maintain the 40mph speed limit speed checks were undertaken which showed that in fact speed wasn't excessive in Sandon village. The Council are now concentrating on other road safety issues in and around both villages, including the ongoing battle to have the speed limit reduced on the A51 from Sandon to past Burston. This continues with some new arguments to be put forward to the relevant authorities in an attempt to make this very dangerous stretch of road safer for the

local inhabitants and for all other road users.

The third major issue has been the proposed new development on Sandon Road at Beaconside where over 2,000 new homes are planned and planning permission is expected any day. This is in spite of the Parish Council drawing the attention of the planning authority to the fact that provisions for a major roundabout have been included at the access to Beaconside but no provision to accommodate the extra traffic whatsoever has been made for the already dangerous Sandon Road/A51 junction. The Parish Council have commissioned a third party expert report and forwarded copies to the planning authority who sadly don't seem to be prepared to take the findings into consideration.

There have been many other matters that the council have been involved in throughout the year, the refreshing of the floral planters in both Burston and Sandon and the Christmas Tree lights in both villages to mention just two of the more visible successes.

Finally I would like to say a very big thank you to our very diligent clerk and to encourage members of the public to attend the bi-monthly meetings.

Please remember that members of the public are always welcome at the Parish Council's meetings, the next one is in July at 19.00 at the Parish Rooms in Sandon, we hope to see you there.

A25.05.007 TO CONFIRM THE STAFFORD BOROUGH COUNCIL DISCLOSABLE PECUNIARY INTERESTS AND OTHER INTERESTS FORMS FOR 2026-2027 HAVE BEEN COMPLETED. (Disclosable Pecuniary Interest)
 Stafford Borough Council have not yet provided the forms.

A25.05.008 TO CONSIDER AND APPROVE POLICIES FOR 2026-2027 and confirm GPC RESOLVED to adopt the following policies, which will be added to website.

Anti-harassment and Bullying Policy	Business Risk Assessment	Clerk Scheme of Delegation	Code of Conduct and Officer Protocol
Community Engagement	Complaints procedure	Co-option of Councillors	Data Protection
Data Audit	Dignity at Work	Dispensation Form	Documents Retention and Disposal – plus Appendix A
Equality and Diversity	Financial Regulations	Freedom of Information and Publication Scheme	Freedom of Information process
General Reserves Policy and Table	Grant Awarding Policy	Grievance Policy	Homeworking Policy
IT Policy	Lone Worker Policy	Media Policy	Parish Plan
Social Media policy	Staffing Committee – Frame of Reference	Standing Orders	Canal Bridge Working Group – Frame of Reference

Model Councillor/Officer protocol	Civility and Respect		
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TO CONFIRM COUNCIL MEETS CRITERIA FOR GENERAL POWER OF COMPETENCE (GPC (LA 2011 s1(1)) - NOTED

A25.05.009 TO CONSIDER AND APPROVE ANNUAL GOVERNANCE AND ACCOUNTABILITY RETURN 2025 – 2026 (AGAR)

TO CONSIDER AND APPROVE **CERTIFICATE OF EXEMPTION** FOR 2025-2026

TO CONSIDER AND APPROVE **ANNUAL GOVERNANCE STATEMENT** 2025-2026

TO CONSIDER AND APPROVE **ASSET REGISTER** 2025-2026

TO CONSIDER AND APPROVE **ACCOUNTING STATEMENTS** 2025-2026

TO CONSIDER AND APPROVE **BANK RECONCILIATION AND EXPLANATION OF VARIANCES.**

TO CONSIDER AND APPROVE NOTICE OF PERIOD FOR THE EXERCISE OF PUBLIC RIGHTS (REG 15(2) ACCOUNTS AND AUDIT REGULATIONS 2015) (AGAR) 2025-2026. Dates confirmed as 3rd June – 14th July 2026

RESOLVED all the above AGAR forms are signed by Chairman and RFO/Clerk. All information will be on website.

A25.05.0010 TO CONSIDER AND APPROVE COUNCILLOR RESPONSIBILITIES FOR 2026-2027

RESOLVED the following responsibilities.

RESPONSIBILITIES	COUNCILLOR
Highways x 2	Cllr Hudson, Cllr Greaves
Staffing Committee x 3	Cllr R Wildblood, Cllr H Wildblood, Cllr G Wyatt.
Community Engagement	Cllr O Antcliff, Cllr G Wyatt.
Notice boards – Sandon and Burston X 2	Cllr H Wildblood, Cllr A Greaves.
Asset Inspection x 2	Cllr R Wildblood, Cllr G Wyatt.
Footpaths x 2	Cllr R Wildblood, Cllr A Greaves.
Internal Audit trail	Cllr R Wildblood
e-Newsletter	Cllr H Wildblood
Compass newsletter	Cllr H Wildblood
Canal Working Group x 3	Cllr A Greaves, Cllr O Antcliff, Cllr H Wildblood

A25.05.0011 TO CONSIDER AND APPROVE MEETING DATES FOR 2026-2027 BI-MONTHLY PARISH COUNCIL MEETINGS – normally first Tuesday.

7th July 2026, 1st September 2026, 3rd November 2026, 5th January 2027, 2nd March 2027, 4th May 2027. RESOLVED, dates to be added to website.

The Next ANNUAL Parish Council meeting will be held on 4th May 2027 at 7pm. The meeting was formally closed at 7.20pm.

Signed.....