

## PUBLIC NOTICE

Parish Councillors are hereby summoned to attend  
Haughton Parish Council Meeting

To be held at Haughton Village Hall on Monday 27 February 2023 at 7.00 pm

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THE PUBLIC AND PRESS ARE CORDIALLY INVITED TO BE PRESENT

Please note that they may be excluded from any item the Council decide should be treated as confidential.

Issued 22/02/2023

*Debbie Sellick-Fellows*

(Clerk/RFO)

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**Public Open Forum – Members of the public are invited to address the Council on any issue over which it has power for up to FIVE minutes each, with the item lasting a maximum of TEN minutes.**

1. To receive apologies and accept and record any reasons for absences
2. To receive declarations of interest from members regarding items on the agenda
3. To confirm and approve minutes of meeting held on Monday 23<sup>rd</sup> January, 2023
4. To receive reports from Borough and County Councillors, SPCA, PCSO, Village Hall Rep.
5. To consider planning matters, including planning decisions, notifications of appeals and updates:
  - 23/36985/LDCPP – Haughton House, Bradley Lane (20/1/23 wkly list)
  - 23/36854/FUL – Dale Lane, land by dismantled railway (**letter rec'd 20/2/23 - reply by 13/3/23**)
  - 23/36801/HOU – 2 Meadow Drive (**letter rec'd 21/2/23 – reply by 14/3/23**)
  - 22/36874/HOU – Cherry Trees (**letter rec'd 21/2/23 – reply by 14/3/23**)
  - 23/36999/HOU – 5 Redfern Rise (**letter rec'd 22/2/23 – reply by 15/3/23**)

6. To note Clerk's report (attached)

7. To consider matters of finance including:

a) To approve expenditure below:

DESCRIPTION – January A/c's	NET	VAT	GROSS
Wages inc. o/t & holiday pay. Expenses (mileage & stationery)	£2074.46	£1.60	£2076.06
JR Landscaping	£431.25	£86.25	£517.50
SPCA	£30.00	£6.00	£36.00
Currys Business	£617.82	£123.56	£741.38
Haughton Village Hall (EGM 4/1/23)	£25.00	0.00	£25.00
TOTALS	<u>£3178.53</u>	<u>£217.41</u>	<u>£3395.94</u>

b) To receive financial reports including Bank Reconciliation

8. To discuss highways, public rights of way issues including those requiring reporting:

- a) Highways including grass cutting      b) Public Rights of Way

9. To receive report from Councillors on:

- a) Park      b) Football Pitch

10. To receive an Elections Update

11. To receive updates on projects and action points:
  - Dale Common – Work Schedule
  - S.106 – Playing Fields Equipment – Quotation
  - Annual Parish Assembly Speaker
12. To approve the Risk Assessment, following interim audit recommendation, before March 2023
13. To consider Parish Council Membership to CPRE, Staffordshire
14. To approve purchase of FLIR E5-XT Thermal Imaging Camera
15. To consider matters for 2023/24 budget:
  - 1) Increase Wages
  - 2) Increase Travelling Expenses
  - 3) Increase Village Hall Hire
  - 4) Increase Landscaping/Grass cutting
  - 5) Consider PAYE (HMRC)
  - 6) Consider Projects (Coronation)
16. To approve changes to LCTR scheme in 2023/24, Cost of Living and Local Council Tax Reduction
17. To consider gaining quotations from landscaping contractors for April 2023- March 2024 season
18. To receive an update regarding H.M. Kings Charles III event
19. To notify of correspondence/communications received:
  - One acre of land to lease, rent, purchase for growing flowers
  - Dale Common change of use (siting of a static caravan and entrance gate modification)
  - Christopher Warrillow's Plaque in Old Market Hall, Stafford
  - Dispute regarding parking
  - A518 road markings and BKV
  - W.I. Contact Details
  - Old Posting Office Grass Verge
20. To consider a Public Relations Letter regarding the Precept
21. To receive an update from Policy Review Working Group and agree to adopt reviewed policies:
  1. Standing Orders
  2. Financial Regulations
  3. Draft Appraisal
  4. Civility & Respect
  5. Code of Conduct
  6. Training & Development
  7. Accident Book
  8. Complaints Procedure
  9. Unreasonable Complaints
  10. Grant Policy
  11. Data Protection
  12. Employment & Procedures

**To exclude members of the press and public due to the confidential nature of the business to be discussed.**

22. To receive a report from The Chairman of the Personnel Committee
23. To accept and approve the activation of Lloyds Bank Debit Card
24. To receive any future agenda items by Friday, 17<sup>th</sup> March, 2023
25. To confirm the date of the next meeting as Monday, 27<sup>th</sup> March, 2023
26. Meeting Close