

## PUBLIC NOTICE

Parish Councillors are hereby summoned to attend  
Haughton Parish Council Meeting

To be held at Haughton Village Hall on Monday 22<sup>nd</sup> May 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 17/05/2023

Jon Brumwell, Clerk to Haughton Parish Council

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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 welcome new clerk to the council
4. To **confirm** and **approve** minutes of meeting held on Monday 27<sup>th</sup> March, 2023  
To **confirm** and **approve** minutes of the extra meeting held on Wednesday 10<sup>th</sup> May 2023
5. To **receive** reports from Borough and County Councillors, SPCA, PCSO, Chair, and Clerk.
- 6 To **set up** councillors responsibilities for
  - Playing Field
  - Defib support
  - Public Rights of Way
  - Personnel Working Group
  - Standards Group
  - Finance working group
  - IT and Technology
  - Communications
8. To **consider** planning matters, including planning decisions, notifications of appeals and updates:  
  
Applications Approved (for information)
  1. S.19/08/4004 W - To vary condition 1 (site layout plan) - permission S.16/05/4004 W at Lower Reule Bioenergy Ltd, Brookfield Farm AD Plant, Cowley, Gnosall, STAFFORD, ST20 OBG: **Granted with conditions**
  2. S.20/01/4004 W – To consolidate permissions (S.13/11/4004 W and S.15/01/4004 W) to amend layout at Lower Reule Bioenergy Ltd, Brookfield Farm AD Plant, Cowley, Gnosall, STAFFORD, ST20 OBG: **Granted with conditions**
9. To **receive** the Internal Auditor’s Report
10. To **receive** and **approve** the Parish Council’s annual accounts for the period 1<sup>st</sup> April 2022 – 31<sup>st</sup> March 2023.
11. Annual Governance and Accountability Return – to **review** and **authorise** signature by the Chairman and Clerk

12. Financial Report – a report will be tabled to include:

(a) Expenditure incurred on behalf of the Council under the terms of Financial Regulation 4.1 – to **ratify**.

(b) Bank reconciliation as at 30<sup>th</sup> April 2023 to **note**.

(c) Payments for approval:

• To **approve** the drawing of cheques and payment of direct debits as detailed in an approval list submitted with the report

b) Income Received – to **note**

Stafford Borough Council – Precept part 1	£12866.00
Stafford Borough Council – Coronation Grant	£300.00
Staffordshire County Council – Kissing Gates Grant.	£450.00
Way Leave Payment - Cheque Received	£10.33

d) To **approve** changes to Lloyds Bank and Stafford Railway Building Society details to enable the Clerk to monitor accounts

e) To **approve** an application for a current account debit card for use by the Clerk in accordance with the Council's Financial Regulations

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

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

14. To **receive** report from Councillors on:

- a) Park
- b) Football Pitch

15. To **arrange** a review of the Park Warden's salary and arrange an appraisal.

16. To **receive** updates on projects and action points:

- Dale Common – to note that the pond work is now complete and the contactor has left site
- FLIRE5-XT thermal Imaging Camera Training Course and handbook
- S106 money

17. To **approve** the Risk Assessment 2023-24

18. To **receive** a report on the Coronation Event

19. To **consider** Parish Council Membership to CPRE, Staffordshire

20. To **consider** signing up for an 'Idle Free Zone'.

21. To **receive** any future agenda items by Monday, 19<sup>th</sup> June 2023

22. To **confirm** the date and time of the next meeting as Monday, 26<sup>th</sup> June 2023 at 7.00pm

23. Meeting Close