

PUBLIC NOTICE

Parish Councillors are hereby summoned to attend
a Meeting of Haughton Parish Council

To be held at Haughton Village Hall on Monday 27th November 2023 at 7:00 pm

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 22/11/2023

Jon Brumwell, Clerk to Haughton Parish Council

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 the meeting held on Monday 23rd October, 2023 – see **Appendix A**.
4. To determine which items, if any, of the Agenda should be taken with the public excluded (see NOTE).
5. To receive reports from Borough and County Councillors, SPCA, PCSO, Chair, Village Hall and Clerk.
6. To consider, and resolve if appropriate, planning matters including planning decisions, notifications of appeals and updates:
There were no planning matters at the time the agenda was prepared.
7. 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: None.
 - (b) Bank reconciliation as at 31st October 2023 – to note.
 - (c) Payments for approval: To approve online payment, cheque payment and payment of direct debits as detailed below:

DESCRIPTION	NET	VAT	GROSS
Haughton Village Hall	25.00	0.00	25.00
Parish Online	80.00	16.00	96.00
St Giles Church PCC (Churchyard Maintenance)	500.00	0.00	500.00
J R Landscaping	617.86	123.58	741.44
Salaries and Expenses	1196.75	-5.60	1202.35
<u>Direct Debit Payments</u>			
<i>EE Mobile</i>	£12.67	£2.53	£15.20

(d) Income Received – to note:

Stafford Railway Building Society	£159.56
Lloyds Bank (Lloyds Reserve – interest)	£ 5.00

(e) Stafford Railway Building Society – approved signatories for the Parish Council's account to complete related documentation.

8. Appointment of the Internal Auditor 2023/24

To consider, and resolve if appropriate, the appointment of Mrs K Squires as the Parish Council's internal auditor for the year 2023/24 and associated budget provision of £200.00 (no VAT).

9. To discuss highways, public rights of way and related issues including those requiring reporting:

- a) Highways including grass cutting
 1. Dale Lane – flooding (information only)
 2. Meeting with J R Landscaping 22nd November 2023
- b) Public Rights of Way

10. To receive reports from Councillors on:

- a) Park
- b) Football Pitch

11. To receive updates on projects and action points:

- FLIRE5-XT thermal Imaging Camera

12. Local Government Services Pay Agreement for 2023

To consider, and resolve if appropriate, the Local Government Services Pay Agreement for 2023, and to note the increase in the National Minimum Wage from £10.42 to £11.44 from April – see **Appendix B**.

13. Parish Council Tax Base 2024/25

To receive notification from Stafford Borough Council of the Parish Council Tax Base for 2024/25 – see **Appendix C**.

14. Draft Budget 2024/25

To consider, and resolve if appropriate, the Parish Council's proposed budget for 2024/25 – see **Appendix D**.

15. St Giles Churchyard

To consider, and resolve if appropriate, payment of the second part of the Parish Council's contribution to the maintenance of St Giles Churchyard.

16. Councillor Training

To consider, and resolve if appropriate, arrangements for members of the Parish Council to attend training courses arranged by Staffordshire Parish Councils' Association at a cost of £30.00 per delegate.

17. Delegation of Powers

To delegate powers to the Clerk until the next Parish Council meeting and to determine the scope of those powers.

18. To receive any future agenda items by Monday, 15th January 2024.

19. To confirm the date and time of the next meeting as Monday, 22nd January 2024 at 7.00pm.

20. Meeting Close.

NOTE: Exclusion of the Press and the Public

If the Council determines that an item or items of the Agenda should be taken with the public excluded the following motion will be moved:

To resolve that in accordance with Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 and by reason of the confidential nature of the remainder of the business, the Press and the Public be excluded from the meeting.