

## PUBLIC NOTICE

Parish Councillors are hereby summoned to attend  
a Meeting of Haughton Parish Council  
To be held at Haughton Village Hall on Monday 22<sup>nd</sup> April 2024 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 17/04/2024

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 confirm and approve minutes of the Extraordinary meeting held on Friday 12<sup>th</sup> April 2024 – 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. 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 31<sup>st</sup> March 2024 – to note.
  - (c) Payments for approval: To approve online payment, cheque payment and payment of direct debits as detailed below:

DESCRIPTION	NET	VAT	GROSS
J R Landscaping (Invoice 1310)	374.58	74.92	449.50
Stafford Borough Council (Amenity Visits)	196.67	39.33	236.00
Village Hall	25.00	0.00	25.00
Salaries and Expenses			773.34
<b>Direct Debit Payments</b>			
<i>EE Mobile</i>	£12.67	£2.53	£15.20

(d) Income Received – to note:

Lloyds Bank (Lloyds Reserve – interest April 2024)      £ 5.45

7. To discuss highways, public rights of way and related issues including those requiring reporting:
  - a) Highways including grass cutting
  - b) Public Rights of Way
8. To receive reports from Councillors on:
  - a) Park
  - b) Football Pitch
9. To receive updates on projects and action points:
  - FLIRE5-XT thermal Imaging Camera

10. Clerk - Appraisal

To consider, and resolve if appropriate, matters relating to the Clerk's appraisal which was conducted on 11 April 2024 – see **Appendix B**.

11. Society of Local Council Clerks

To consider, and resolve if appropriate, payment of the Clerk's membership subscription to the Society of Local Council Clerks at a cost of £154.00 [*Local Government Act 1972 s 143 (1) (b)*] – see **Appendix C**.

12. Programme of Works 2024/25

To review the programme of works for 2024/25 – see **Appendix D**.

13. Internal Audit

To note that the date of the internal audit visit is Monday 29<sup>th</sup> April 2024.

14. Planning Training

consider, and resolve if appropriate, participation in an online training session CPRE is organising for parish and town councils on Tuesday 24<sup>th</sup> September. The training will be delivered by Hannah Barter of Urban Vision, and is available at a discounted rate of £5 per person for councils that are members of CPRE – see **Appendix E**.

15. To receive any future agenda items by Monday, 13<sup>th</sup> May 2024.

16. To confirm the date and time of the next meeting as Monday, 20<sup>th</sup> May 2024 at 7.00pm.

**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.*