

PUBLIC NOTICE

Parish Councillors are hereby summoned to attend

Haughton Parish Council Meeting

To be held at Haughton Village Hall on Monday, 24th January 2022 at 7.00 pm.

THE PUBLIC AND PRESS ARE CORDIALLY INVITED TO BE PRESENT

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

Issued 19/01/2022

Suzanne Potts

(Clerk/RFO)

Public Open Forum – Members of the public are invited to address the Council on any issue over which it has power for up to 5 minutes each, with the item lasting a maximum of 10 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. Introductory remarks from the Chairman.
4. To receive and confirm minutes of meeting held on Monday 22nd November, 2021.
5. To receive reports from Borough, County Councillors, Clerk and PCSO.
6. To consider planning matters, including planning decisions, notifications of appeals and updates.
Reference 21/34220/OUT Land adjacent The Cottage, Church Eaton Road.
Reference 21/35141/COU Prince Avenue.
Reference 21/35121/FUL and 21/35122/FUL White Cross Farm, Long Lane.
7. To consider matters of finance including:

- a). To approve expenditure:

DESCRIPTION	NET	VAT	GROSS
Salaries and Expenses	710.67		710.67
Trent Grounds Maintenance – Pitch lining	90.00	18.00	108.00
TOTALS	£800.67	£18.00	£818.67

- b). To receive financial reports. The interim audit took place on 25th November with internal auditor Alan Toplis, Council to receive report and to agree a small

number of routine changes to ensure compliance with current legislation. Clerk has booked a training session delivered by SPCA on the end of year audit (9th February). Clerk requests approval to apply for grant funding from Veolia and Staffordshire County Council which if successful would help fund the composter bin scheme. For information, during December the following payments were made:

DESCRIPTION	NET	VAT	GROSS
Salaries and Expenses	812.84	0.58	813.42
JWH - Park maintenance	50.00		50.00
Town & Parish websites – Email addresses	108.00		108.00
Haughton Village Hall – Hall Hire	23.00		23.00
PAYE HMRC	336.43		336.43
TOTALS	£1,330.27	0.58	£1,330.85

8. To discuss Highways, footpath issues including those requiring reporting.
 - a) Highways. To receive correspondence from Diane Firkins and Mark Keeling, Staffordshire County Council regarding 20mph zone outside primary school and the requested speed and volume survey on A518, additionally to discuss progress on Community Speed Watch Initiative.
 - b) Public Rights of Way.
Application for the upgrade of footpath 14 (Grassy Lane) to a bridleway.
To review Public Rights of Way strategy document for Haughton and discuss the PROW working group.
9. To receive report from Councillors/Clerk on:
 - a) Park.
 - b) Football Pitch.
10. To form a working group for the Queen's Platinum Jubilee celebrations and agree the main elements of the celebrations.
11. To consider the reintroduction of the Saturday Civic Amenity Visits for 2022 following communications received from Stafford Borough Council and agree number of visits required.
12. To receive references for JR Landscaping and approve issuing of contract.

13. To form a Communications Working Group. Additionally email addresses for Councillors have now been set up – discuss switch over to the use of the new email addresses.
14. To adopt reviewed and updated Standing Orders / Financial Regulations and new LGA Model Councillor Code of Conduct 2020. Additionally to adopt updated Complaints Procedure, a Training & Development Policy plus Employment Policies & Procedures and Privacy & Data Protection Notice.
Council are also asked to approve the Standards Working Group to explore and consider whether a policy for dealing with abusive, persistent and vexatious complaints is required.
15. To consider grant request from Haughton Parish Charity.
15. To receive any future agenda items.
16. Ideas are sought for the subject matter of the Annual Parish assembly (25th April).
17. To confirm date and time of next meeting as 7pm Monday 28th February 2022 and to confirm Clerk's Holiday from Friday 8th April to Friday 15th April 2022 inclusive utilising one week's entitlement.
18. Meeting close.

RECORDING OF PARISH COUNCIL MEETINGS. Before the meeting begins Cllrs. are asked to note the provision of the Filming of Meetings (ref "The Openness of Local Government Bodies Regulations 2014"). It is now permitted for meetings to be recorded or filmed without prior permission being sought apart from confidential business. I would, therefore, remind members that they should avoid saying anything which could be slanderous. I would also point out that while the council and its officers may be filmed or recorded, that does not apply to filming or recording of members of the public for their permission must be sought first. Any filming or recording must not be disruptive to the business of the meeting.