

PUBLIC NOTICE

Parish Councillors are hereby summoned to attend

The Meeting of Haughton Parish Council

To be held at Haughton Village Hall on Wednesday 30th April 2025 at 7:30 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 25/04/2025

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 of the Council held on Monday 31st March 2025 – see **Appendix A**.
4. Actions from Last Meeting (report to be tabled)
5. To determine which agenda items, if any, should be taken with the public excluded (see NOTE).
6. To receive reports from Borough and County Councillors, SPCA, PCSO, Chair, Village Hall and Clerk.
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.
 - (b) Bank reconciliation as at 31st March 2025 – to note.
 - (c) Payments for approval: To approve online payment, cheque payment and payment of direct debits as detailed below:

DESCRIPTION	NET	VAT	GROSS
Acer Garden Landscapes Limited (Invoice 8158)	325.00	65.00	390.00
SPCA (Councillor training)	70.00	14.00	84.00
Haughton Village Hall	25.00	0.00	25.00
SPCA (Annual subscription + NALC affiliation)	314.56	0.00	314.56
Salaries			671.07
<u>Direct Debit Payments</u>			
<i>EE Mobile</i>	£13.53	£2.71	£16.24

- (d) Income Received – to note:

Lloyds Bank (Lloyds Reserve – interest March) £ 6.24

8. To discuss highways, public rights of way and related issues including those requiring reporting:
 - a) Highways including grass cutting
 - b) Public Rights of Way
 - c) Litter Picks
9. To receive reports from Councillors on:
 - a) Park
 - b) Football Pitch
10. Village Gateway Signs
To consider the Council's requirements for replacement signs for the village gateways on A518 Newport Road (design features, pictures or imagery and wording to be included on the signs).

11. Internal Audit (information item only)

To note that the date of the internal audit visit is Wednesday 14th May 2025.

12. Insurance Renewal – Policy Documents (information item only)

To consider the renewal documentation received from the Council's current insurance broker and identify any amendments or additional requirements (circulated via email 25th April 2025).

13. Staffordshire Parish Councils' Association (information item only)

To receive Staffordshire Parish Councils' Association constitution (**Appendix B**) and Service Level Agreement (**Appendix C**), for information.

14. Staffordshire County Council - Data Protection Service (information item only)

To note Staffordshire County Council's Data Protection Service for parish councils – see **Appendix D**.

15. Solar Powered Real Time Passenger Information (RTPI) Poles (information item only)

To note Staffordshire County Council's pole-mounted solar powered Real Time Passenger Information (RTPI) bus time display initiative – see **Appendix E**.

16. Warden – Salary Review

To consider, and resolve if appropriate, the Warden's salary from 1st April 2025 to 31st March 2026 – see **Appendix F**.

17. Clerk's Appraisal

To note matters relating to the Clerk's appraisal which was conducted on 14th April 2025 – see **Appendix G**.

18. To receive any future agenda items by Monday 19th May 2025.

19. To confirm the date and time of the Annual Meeting as Monday 26th May 2025 at 7.00pm.

NOTE: 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.*