

PUBLIC NOTICE

Parish Councillors are hereby summoned to attend

The Meeting of Haughton Parish Council

To be held at Haughton Village Hall on Monday 27th October 2025 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 22/10/2025

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 Extraordinary Meeting of the Council held on Thursday 2nd October 2025 – see **Appendix A**.
4. To determine which agenda items, if any, should be taken with the public excluded (see NOTE).
5. Actions from Last Meeting (report to be tabled)
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: none
 - (b) Bank reconciliation as at 30th September 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	650.00	130.00	780.00
Haughton Village Hall	25.00	0.00	25.00
Salaries			410.51
HMRC			168.35

- (d) Income Received – to note:

Lloyds Bank (Lloyds Reserve – interest September) £9.52

8. Precept

- (a) To note the receipt of the second precept payment from Stafford Borough Council in the sum of £13,175. The Parish Council's current balances (as at 22 October 2025) are as follows:

Community Account (Lloyds Current Account)	£16,354.65
Lloyds Business Instant Access	£17,216.20 (gross interest rate 0.60%)
Stafford Building Society	£12,039.34 (gross interest rate 2.05%)

- (b) To consider, and resolve if appropriate, a transfer of funds from the Lloyds accounts to the Stafford Building Society.

9. To discuss highways, public rights of way and related issues including those requiring reporting:
- a) Highways including grass cutting
 - b) Public Rights of Way

10. To receive reports from Councillors on:

- a) Park
- b) Football Pitch

11. Civic Amenity visits 2026

To consider, and resolve if appropriate, arrangements for Civic Amenity visits for 2026. Each visit will cost £122.00 (total cost £244.00 exclusive of VAT for two one-hour visits). NB Two-hour visits would cost £168.00 (exclusive of VAT), three hours £265.00 (exc. VAT).

12. Portable Appliance Testing

To consider, and resolve if appropriate, arrangements for Portable Appliance Testing of the Parish Council's electrical equipment. The Council is asked to authorise the Clerk to obtain quotes for the same.

13. Tree Survey

To consider, and resolve if appropriate, arrangements for a professional tree survey of trees in the care of the Parish Council, to be undertaken by a qualified arboriculturist. The Council is asked to authorise the Clerk to obtain quotes for the same.

14. Village Gateway Signs

(a) To receive the report of councillors who inspected the proposed site for a replacement village gateway sign at the eastern end of the village.

(b) To consider a proposal to replace both signs with signage similar to that already installed, to simplify the installation process in particular in respect of siting issues at the western end of the village where a suitable location cannot be identified.

15. Budget 2026/27 - Proposals

To consider costed proposals for projects or works to be undertaken in 2026/27 for inclusion on the agenda of the November meeting for discussion and approval. Budget-setting will be discussed at the November meeting.

16. Annual Parish Meeting 2026

To consider, and resolve if appropriate, arrangements for the 2026 Annual Parish Meeting which is usually held in April, including the date of the meeting and proposals for speakers.

17. To receive any future agenda items by Monday 17th November 2025.

18. To confirm the date and time of the next meeting as Monday 24th November 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.*