

PUBLIC NOTICE

Parish Councillors are hereby summoned to attend

The Meeting of Haughton Parish Council

To be held at Haughton Village Hall on Monday 24th November 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 19/11/2025

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 27th October 2025 (**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 31st October 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
Parish Online (inc 20% SPCA discount)	80.00	16.00	96.00
Royal British Legion (wreath)	50.00	0.00	50.00
Haughton Village Hall	25.00	0.00	25.00
Salaries			496.38
HMRC			186.75

 - (d) Income Received – to note:

Stafford Borough Council (precept – second payment)	£13,175.00
Lloyds Bank (Lloyds Reserve – interest October)	£ 8.49
Stafford Building Society (interest 01/11/24-31/10/25)	£ 276.62
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
9. To receive reports from Councillors on:
 - a) Park
 - b) Football Pitch
10. Portable Appliance Testing
To consider, and resolve if appropriate, a quote of £35.00 for portable appliance testing.

11. Police and Crime Commissioner

To receive an email from Ben Adams, Police and Crime Commissioner, regarding the replacement of Police, Fire & Rescue and Crime Commissioners by Deputy Mayors from May 2028 (**Appendix B**).

12. St Giles PCC – request to review churchyard maintenance grant

To consider, and resolve if appropriate, a request received from the Parochial Church Council of St Giles Church, Haughton for a review of the churchyard maintenance grant following an increase in costs (**Appendix C**).

13. SPCA Membership Fees

To receive a briefing note from Robert Pritchard, County Officer – Staffordshire Parish Councils' Association regarding a revised structure for membership of SPCA that will take effect from April 2026 (**Appendix D**) and the new scale of fees (**Appendix E**).

14. Local Government Services Pay Agreement for 2025

To consider, and resolve if appropriate, the Local Government Services Pay Agreement for 2025 and to authorise the Chair to review the Clerk's salary in respect of the same (**Appendix F**).

15. Parish Council Tax Base 2026/27

To receive notification from Stafford Borough Council of the Parish Council Tax Base for 2026/27 (**Appendix G**).

16. Draft Budget 2026/27

To consider, and resolve if appropriate, the Parish Council's proposed budget for 2026/27 – see **Appendix H** (Income to Date), **Appendix I** (Expenditure to Date), **Appendix J** (Bank Reconciliation to 31 October 2025) and **Appendix K** (Overview to 31 October 2024).

17. Police Community Support Officer

To consider, and resolve if appropriate, allowing the PCSO use of the Parish Council office at Haughton Village Hall when in the village. This would enable the PCSO to use the wifi connection to make reports. The Council would liaise with the Village Hall Committee to agree details.

18. Parish Council – Communication with residents

The Chair will report to Council of the results of an informal survey of residents' preferred means of communication. The Council is asked to consider a more formal survey and potential for establishing a Communications Group.

19. Delegation of Powers

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

20. To receive any future agenda items by Monday, 19th January 2026.

21. To confirm the date and time of the next meeting as Monday 26th January 2026 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.*