

PUBLIC NOTICE

Parish Councillors are hereby summoned to attend

The Meeting of Haughton Parish Council

To be held at Haughton Village Hall on Monday 26th January 2026 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 21/01/2026

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 24th November 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. Planning - Stafford Borough Council Planning Committee 28th January 2026
[25/40892/FUL](#) Erection of new bungalow and detached double garage on former pub car park - Shropshire Inn, Newport Road, Haughton, Stafford ST18 9JH – see the report to Planning Committee (**Appendix B**).
8. 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:

Date	Item	Supplier	Cost (Net)
15/01/2026	Brother TN-241 Multipack Toner	The Cartridge People	£108.25 (exc VAT)
15/01/2026	BrotherDR-241CL Multipack Drums	The Cartridge People	£ 57.42 (exc VAT)

(b) Summary of Payments – December 2025 (**Appendix C**)

(c) Bank reconciliation as at 31st December 2025 – to note.

(d) Payments for approval: To approve online payment, cheque payment and payment of direct debits as detailed below:

DESCRIPTION	NET	VAT	GROSS
Salaries			419.25
HMRC			145.65

(e) Income Received – to note:

Newt Conservation	£ 1,100.00
Staffordshire Council (grass cutting)	£ 1,094.00
Lloyds Bank (Lloyds Reserve – interest Nov / Dec 2025)	£ 9.06 / £ 8.21

9. Internal Audit

To note that the Parish Council's internal auditor will conduct her interim visit on Wednesday 28th January 2026.

10. To discuss highways, public rights of way and related issues including those requiring reporting:

- a) Highways including grass cutting
- b) Public Rights of Way

11. To receive reports from Councillors on:

- a) Park
- b) Football Pitch

12. Portable Appliance Testing

To note that portable appliance testing of the Council's electrical equipment will be conducted on Wednesday 28th January 2026.

13. Tree Survey – Jim Jarvis Memorial Playing Field

To consider, and resolve if appropriate, a quote received from Rob Keyzor Tree Surgeons & Arboricultural Consultants Ltd for a Hazard Tree Survey and report at a cost of £525.00 (exc VAT). (**Appendix D**).

14. Haughton Village Website

To consider, and resolve if appropriate, how the Parish Council can assist with the maintenance of the Haughton Village website (<http://www.haughton-staffs.org.uk/>).

15. Village Gateway Signs

To consider, and resolve if appropriate, the design for replacement village gateway signs to feature images of the village. It is suggested that the Council consider ordering the signs from Britain's Bravest Manufacturing Co (part of Royal British Veterans Enterprise social enterprise) – see <https://britainsbravestmanufacturing.org.uk/signs/road-signs/> for example gateway sign.

16. Annual Parish Meeting

To identify a guest speaker for the Annual Parish Meeting to be held on Monday 27th April 2026.

17. Parish Council – Communication with residents

To receive a report from the Communications Group regarding how best to communicate with residents and visitors.

18. To receive any future agenda items by Monday, 16th February 2026.

19. To confirm the date and time of the next meeting as Monday 23rd February 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.*