

## SANDON and BURSTON PARISH COUNCIL

### Minutes of the Parish Council Meeting held on 13<sup>th</sup> April 2016

At Sandon Parish Room Commencing 7.30pm.

Present

Councillor R Harris  
Councillor C A Jackson      Chairman  
Councillor G Massey  
Councillor P Shaw      Vice Chairman  
Councillor S Shelley

District Councillor      Councillor Harp

Parishioners :-

Mr & Mrs Clifford, Mr Phillips, Mr & Mrs Capjon, Mrs Selby,  
Mr Selby (latter part of the meeting) Mrs A Tams, Mr & Mrs Wildblood.

Clerk B A Boughey

**16/001**

**Apologies**

Councillor J Millington  
Councillor E Washington      (*Work*)

**16/002**

**Minutes**

RESOLVED that the minutes of the Parish Council meeting of 9<sup>th</sup> March 2016  
be signed by the meeting Chairman.

**16/003**

**Chairman's Announcements.**

16/003.1

The Chairman announced that the Parish Council had been awarded a grant towards  
enabling the Parish Council to comply with the Transparency Code in respect of  
publishing information on a website.  
The requirement now is to create a Parish website.

**16/004**

**Declarations of Disclosable Personal Interests, Personal Declared Interests and  
other Personal Interests.**

16/004.1

Councillor Shaw. Aspects of the Neighbourhood Plan, should they arise.

**16/005**

**Public Participation**

16/005.1

Mrs Selby. Reminder about the Litter Pick arranged for Saturday 23<sup>rd</sup> April.

16/005.2

Mr Wildblood presented a update on the BT broadband upgrade possibilities following  
the installation of a new "Green Box" at the junction of the A51 and Burston Lane and  
subsequent discussions with BT.

Councillor Harris also present information on the Superfast Staffordshire project.

**16/006**

**Outstanding Matters**

Reports and Updates

- 16/006.1 Neighbourhood Plan  
Councillor Shaw left the meeting and returned following the Agenda Item dealing with the Neighbourhood Plan.
- 16/006.1.1 Councillor Jackson proposed that the Plan should be submitted (as revised in accordance with the February minute proposed by Councillor Harris) to the Borough Council for progression to the Public Consultation Phase and then to Independent Examination. The proposal was seconded by Councillor Shelley.  
RESOLVED that the Plan be submitted as the proposal. Three in favour, one abstention.
- 16/006.1.2 Consultation period and Public Access to the Plan.  
Sandon Stores had been confirmed as a suitable location for public access to the Plan for the six week period. There is a requirement for a second location. To be confirmed.
- 16/006.2 Queen's 90<sup>th</sup> Birthday commemoration.
- 16/006.2.1 Informal Tea Party to be held on 12<sup>th</sup> June on the field adjacent to The Greyhound, subject to the field having recovered following recent work. The alternative sites being the Cricket Ground with Mrs Tams offering her field should the need arise.
- 16/006.3 Burston Pool Fishing Stages  
The construction of two fishing stages had been reported to the Borough Council.
- 16/006.3.1 Update from Councillor Harp relating to ongoing discussion with the Borough legal department regarding the lease arrangements with Simon Hartley Fishing Club and the erection of the fishing stages as well as future control of the Pool.
- 16/006.3.2 A discussion regarding the Pool, fishing and maintenance followed.
- 16/006.3.3 Councillor Harp advised the meeting that Stafford Borough Council had sole Responsibility for Burston Pool at present.

**16/007 Planning**

- 16/007.1 Applications returned to Stafford Borough Council - Reply Awaited *None*
- 16/007.2 Application decisions by Stafford Borough Council.
- 16/007.2.1 15/23444/FUL Oak Tree Farm Rural Project. Replacement Buildings.  
*Permitted.*
- 16/007.3 Applications received by the Parish Council for consultation. *None*
- 16/007.4 Planning Appeals or Queries. *None*

**16/008 Finance**

- 16/008.1 Financial Statement and Bank Account reconciliation presented by the Clerk.
- 16/008.2 End of Year Accounts. Signing Summary Accounts and Financial Record Book Signed by the Chairman and the Clerk as Responsible Financial Officer
- 16/008.3 Staffordshire Parish Councils' Association Subscription. £140.00. LGA 1972 s143.  
RESOLVED to pay the subscription.
- 16/008.4 Clerk's Photocopying April 2015 to March 2016. £47.44 LGA 1972 s111.  
Clerk's Postage April 2015 to March 2016. £52.87 LGA 1972 s111.  
Photocopying and Postage for the Financial Year - Total £100.31.  
RESOLVED to reimburse the Clerk.
- 16/008.5 Transparency Fund Grant Application. £705.00 received for setting up a website.
- 16/008.9 Annual External Audit Forms and Information received from Grant Thornton UK LLP  
Audit return date set for 17<sup>th</sup> June 2016.

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The meeting was adjourned for the County and District Councillor's reports and convened thereafter.

**16/009 Report from County Councillor.** Not present. No report.

- 16/010 Report from District Councillor.**  
16/010.1 Refer to Minute 16/006.3 relating to Burston Pool.
- 16/011 Items Raised by Member Councillors / Clerk**  
16/011.1 Councillor Shaw. Mainly on behalf of Mr Jubb.  
Burston Pool and repairs to the culvert. Borough Council responsibility.  
Footpath 36. Burston Pool to Burston Canal Bridge. Rights of Way previously contacted.  
Removal of silt at the Woodcock Lane bridge over Jolpool Brook. County Highways.  
Burston Lane Railway Bridge. Removal of vegetation. Project for Highways NHT.  
Report of sewage discharge on to the verge of the A51 above Sunnyside.
- 16/012 Correspondence**  
16/012.1 Staffordshire County Council  
16/012.1.1 Neighbourhood Highway Team visit 24<sup>th</sup> May.  
Suggested projects - Burston Lane railway bridge, removal of silt beneath the bridge on Woodcock Lane, clearing vegetation from the footpath between Sandon and Burston.  
16/012.1.2 Rights of Way. Footpath 36. Burston Pool to Burston Canal Bridge.  
Erosion of the footpath adjacent to the brook. To be inspected by ROW Ranger.
- 16/012.2 Stafford Borough Council  
16/012.2.1 County Police and Crime Commissioner Elections 5<sup>th</sup> May 2016. Notice for information.  
16/012.2.2 Mayor Making Ceremony. Invitation to the Chairman to attend. For information.  
16/012.2.3 Pride in Your Patch Awards - Application information.  
16/012.2.4 Sport & Recreation Plan - Consultation. For information and comment.
- 16/012.3 Staffordshire Parish Councils' Association  
16/012.3.1 Weekly email update emails circulated for information.
- 16/012.4 Community Council of Staffordshire *None*
- 16/012.5 Milestone Society. Quotation for maintenance work on seven cast iron milestones in the Parish at £75.00 per milestone.  
Query regarding the number of milestone and doubt regarding the cost. Agenda.
- 16/013 Date of Next Meeting** Wednesday 11<sup>th</sup> May 2016. Sandon Parish Room.  
The Annual Meeting of the Parish Council preceded by the Annual Parish Assembly.

The Meeting concluded at 9.25pm.

Signed \_\_\_\_\_ Chairman

Date \_\_\_\_\_