

HOPTON AND COTON PARISH COUNCIL

NOTICE OF MEETING

WEDNESDAY 18TH OCTOBER 2023

Email: hoptonandcotonparishclerk@gmail.com

Website: www.hoptonandcotonparishcouncil.org.uk

To: **Members of Hopton and Coton Parish Council**

Dear Councillors,

You are summoned to attend a meeting of **Hopton and Coton Parish Council** which will be held on **Wednesday 18th October 2023** at **Hopton Village Hall, Wilmore Hill Lane, Hopton, Stafford ST18 0AW.**

Members are asked to inform the Clerk if they are unable to attend.

Yours sincerely

A. Mclean

Angela Mclean

Parish Clerk

Date of Notice: 8th October 2023

AGENDA

PUBLIC PARTICIPATION TIME

- 06.1 Welcome and introduction by the Chairman
- 06.2 Matters raised by the members of the public; up to a collective maximum of 20 minutes in duration; a member of the public may only speak for a maximum of 3 minutes
- 06.3 Close of Public Participation Time

PARISH COUNCIL MEETING

- 06.4 To receive and approve apologies
- 06.5 Record declarations of interest from Councillors
- 06.6 To consider the minutes from the Parish Council Meeting held on Wednesday 13th September 2023
- 06.7 To receive an update with regard to the CIO
- 06.8 To follow up on the Data Protection Officer and SLA service supplied by Staffordshire County Council and to receive an update on the records storage and GAP analysis
- 06.9 To receive an update on the solar farm
- 06.10 To receive an update with regard to SERCO liaison
- 06.11 To receive an update on the HS2 Status, HS2 Road Safety Fund update and Application
- 06.12 To discuss the use of an online diary and its implementation
- 06.13 To discuss the tracker for Council projects
- 06.14 To discuss the Parish Council communication- to include branding, virtual post box, standardised email footers, emails
- 06.15 To discuss the bank account update and change of service
- 06.16 To receive a further update on the parish board to be situated at Redrow
- 06.17 To receive a further update on the Defibrillator training
- 06.18 To discuss the rota of the locking up of the Village Hall post meetings
- 06.19 To discuss the update on the ROSPA for Hopton Village and the play areas in the Parish
- 06.20 To discuss the deployment of the finance allocated to areas ie St Mary's Gate and Redrow
- 06.21 To discuss the Redrow estate and sage housing issues and communication set up
- 06.22 To discuss Mapping of the Parish
- 06.23 To consider any planning matters
- 06.24 Financial Matters
 - 06.24.1 To consider the schedule of payments
 - 06.24.2 To discuss AGAR External Audit Findings
 - 06.24.3 To discuss budget preparation for 2024-25
- 06.25 To confirm the date of the next planned public meeting

CLOSE OF PARISH COUNCIL MEETING TO PUBLIC

- 06.26 To review and approve the Council policies and GDPR policy
- 06.27 To receive an update of bank reconciliation to 30th September 2023
- 06.28 To receive an update with regard to the CIO in detail

END