



PUBLIC NOTICE

Parish Councillors are hereby summoned to attend
Salt and Enson full Parish Council meeting

To be held at Salt Village Hall, Salt. On Wednesday 2nd September 2026
From 7.30pm

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.

Item No.	Agenda Item												
1	Declarations and Dispensations Motion: To record declarations of interest from members on any item to be discussed and record any dispensations												
2	Attendance Motion: To note and consider accepting apologies for absence												
3	Minutes Motion: To approve the minutes of the last meeting held on 24 th June 2026												
4	Public Participation Motions: i. That, in accordance with Standing Order 3(e), members of the public be invited to make representations in relation to items on the agenda, for 20 minutes unless the Chair directs otherwise. ii. That Stafford Borough Council be invited to attend and present a report to the Council. iii. That Staffordshire County Council be invited to attend and present a report to the Council.												
5	Planning Applications Motion: To consider planning applications received from the local planning authority and determine the Council's response.												
6	Finance – RFO Motions: i. To receive and approve schedule of payments and receipts ii. To receive and approve monthly budget summary iii. To receive and approve the bank reconciliation iv. To purchase new laptop, earmarked budget of £660 ready approved. Purchase price for new laptop “ASUS Vivobook 15 E1504FA Laptop AMD Ryzen 5 40 16GB RAM 512GB SSD” @ £399 inc. VAT v. To upgrade Microsoft Office Business basic subscription to Business standard which includes Microsoft office @ £12.96 per month. vi. To discuss and approve clerk transferring all money from reserves into current account and closing the reserves account once clerk is made a full signatory and has online access. vii. To discuss and approve clerk opens an instant access savings account to put reserves into which will gain interest monthly (variable rate of 0.50% - 1.21%) instead of losing bank charges of £6 a month on other current reserves account. Once clerk is made a full signatory and has online access.												
7	Policies and Procedures Motion: To consider and approve the following policies: <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td>Financial Regulations</td><td>Standing Orders</td></tr> <tr> <td>Complaints Procedure</td><td>Complaints Form</td></tr> <tr> <td>Councillor and Officer Roles and Responsibilities</td><td>Disciplinary Policy</td></tr> <tr> <td>Councillor Expenses Section 10 of the Financial Regulations - explanatory note</td><td>Councillor expenses policy</td></tr> <tr> <td>Data Protection Policy</td><td>Equality and Diversity Policy</td></tr> <tr> <td>FOI Procedure</td><td>FOI Request Form</td></tr> </table>	Financial Regulations	Standing Orders	Complaints Procedure	Complaints Form	Councillor and Officer Roles and Responsibilities	Disciplinary Policy	Councillor Expenses Section 10 of the Financial Regulations - explanatory note	Councillor expenses policy	Data Protection Policy	Equality and Diversity Policy	FOI Procedure	FOI Request Form
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Salt and Enson

— PARISH COUNCIL —

FOUNDED IN 1894

	Grant awarding Policy	Grievance Policy
	Health and Safety Policy	IT and Digital Communications Policy
	ICO Model Publication Scheme	ICO Guide to publication scheme
	Scheme of Delegation	Social Media Policy
	Subject Access Request Process	Subject Access Request Form
	Risk Assessment	
8	Village Maintenance Motions: i. To discuss and consider maintenance to the two trees at either side of the entrance to the Hollybush. ii. To discuss and consider cutting back hedge on Casey to expose hidden sign. iii. To discuss and consider cutting back Casey trees by the commemorative seat.	
9	Reports Motions: i. To receive Clerk's report, review ongoing issues highlighted in previous minutes, and agree further actions. ii. To receive Councillors' reports – Information only iii. To receive report from Salt Village Hall – Information only	
10	Meeting Dates Motions: i. To confirm next meeting date – 4th November 2026 ii. To consider items for the next agenda iii. To confirm future meeting dates • 6th January 2027 • 3rd March 2027 • 5th May 2027 – Annual Parish Council Meeting • 5th May 2027 – Annual Parish Meeting	
11	Meeting Closed	

Issued 19th August 2026 – Nikola Evans, Clerk