Salt and Enson PARISH COUNCIL FOUNDED IN 1894

Full Parish Council Meeting

On: Wednesday 4th November 2026
At: Salt Village Hall, Salt
From: 19:30

Attendance

Cllr Barbara Clamcy (Chair)	Cllr Jenny Starr (Vice Chair)	Cllr Charles Beardmore
Cllr Robert Walls	Cllr Nigel Tonks	Cllr Fred Scott
Clerk – Mrs Nikola Evans	MOP x 1	Vacant seat x 1
Cllr K Aspin - SBC	Cllr A Mynors - SCC	

Minutes

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
	None received
2	**Attendance** Motion: To note and consider accepting apologies for absence
	All attended
3	**Minutes** Motion: To approve the minutes of the last meeting held on 2nd September 2026
	RESOLVED to approve as a true record
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. a. Street Lights – Hall Lane
	i. MOP[1] raised concerns for the planning application due to be discussed in item 5. Chair granted permission to speak during that item. ii. Cllr K Apsin reported on the following: a. LGR[2] Delayed for a year elections due to take place in May 2027 b. Stafford remembrance service on 8th November 2026 from 10:50am c. Stafford Christmas light switch on is 21st November at 5pm with Mayor Winnington conducting the countdown. d. Lecture in aid of the yeomanry museum, 12th November 2026 iii. Cllr A Mynor's reported on the following: a. LGR, mor information on SCC[3] website b. Update on new lamppost installed in Hall Crescent, see report from SCC street lighting team, appendix 1. Councillor Clancy requested Cllr Mynor's goes back to the council and reports "it's not a road; it's a Cul-de-sac and therefore the lamppost isn't required and is still causing distress and upset to residents"
5	**Planning Applications** Motion:

[1] Member of the Public (MOP)
[2] Local Government Reorganisation (LGR)
[3] Staffordshire County Council (SCC)

	To consider planning applications received from the local planning authority and determine the Council's response.
	26/42868/POTH at Tramore, Sandon Bank, Sandon – described as Prior Approval - Construction of one additional storey on the existing dwellinghouse to create additional living accommodation, with the additional storey not exceeding 3.5 metres in height, and the overall height of the dwellinghouse (as enlarged) not exceeding 18 metres. This is one of four applications that have been submitted: Applications: 26/42867/NHPD, 26/42868/POTH, 26/42869/LDCPP and 26/42870/LDCPP. The Parish Council unanimously resolved to strongly object to all four applications, maintaining its previous objections to application 25/40900/FUL. The Council raised concerns regarding the excessive scale, height and massing of the proposed development, its cumulative impact on the rural character of Sandon Bank, overlooking and loss of neighbouring residential amenity, and potential drainage and flood risks. Particular concerns were raised regarding the proposed additional storey, substantial extensions and detached outbuilding. The Council also referenced Stafford Borough Council's previous planning officer's recommendation for refusal. The Council requested that the Planning Authority carefully scrutinise all four applications, ensure full compliance with permitted development legislation, consider their cumulative impact and investigate any potentially unauthorised works. Resolved: To formally object to all four applications and submit the Council's representations to Stafford Borough Council. Clerk to action
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 consider and approve increasing earmarked funds from £6,500 to £10k for elections. v. To receive and approve draft budget for 2027-28 vi. To agree 2027-28 precept request
	i. Schedule of Payments – RESOLVED to approve

Payments since last meeting in September 2026

REASON	PAYEE	Income	Sub total	VAT	Total	Ref	Cheque No	Minute ref	Payment Approva
Bank Transer	Lloyds Bank	£2,000.00			£0.00		BACS		04.11.26
Salary inc PAYE	HMRC PAYE		£100.00		£100.00	28	BACS		04.11.26
Salary inc PAYE	HMRC PAYE		£201.44		£201.44	29	BACS		04.11.26
Salary inc PAYE	HMRC PAYE		£1.41		£1.41	30	BACS		04.11.26
Bank Transer	Lloyds Bank	£81.66			£0.00	31	BACS	02.09.26 item 6vi & 6vii	04.11.26
Salary inc PAYE	HMRC PAYE		£1.44		£1.44	32	BACS		04.11.26
Office Expenses	Clerk		£399.99		£399.99	33	BACS	02.09.26 item 6iv	04.11.26
Bank Charges	Lloyds Bank		£6.25		£6.25	34	BACS		04.11.26
Room Hire	Salt Village Hall		£67.50		£67.50	35	BACS		04.11.26
Salary inc PAYE	Clerk		£273.92		£273.92	36	BACS		04.11.26
Precept	SBC	£4,551.76			£0.00	37	BACS		04.11.26
Support Grant	SBC	£115.24			£0.00	38	BACS		04.11.26
Office Expenses	Clerk		£45.05		£45.05	39	BACS		04.11.26
Bank Charges	Lloyds Bank		£5.75		£5.75	40	BACS		04.11.26
Salary inc PAYE	HMRC PAYE		£8.99		£8.99	41	BACS		04.11.26
Salary inc PAYE	Clerk		£273.72		£273.72	42			
Sub Total					£1,385.46				
less payments already made					£1,111.74				
Total to be paid					**£273.72**				

Items ii to v – RESOLVED to approve, see appendix 2 for agreed budget.
Item vi – deferred until January's meeting, awaiting calculations from SBC[4]

7 Policies & Procedures

Motion:
To receive and consider updated financial regulations. Item 6-7 amended to reflect the parish council's procedures and added item 10 Councillor Expenses.

RESOLVED to adopt

8 Civic Amenities

Motion:
To consider civic amenities for 2027 at the following prices:

1 hour at a single location	£127.00
2 hours at a single location	£175.00
3 hours at a single location	£275.00

RESOLVED to approve 3 x visits for two hours each visit, 2 x @ Salt Village Hall, March and July and 1 x @ Hall Farm Crescent in October. Clerk to action

9 Reports

Motions:

i. To receive Clerk's report, review ongoing issues highlighted in previous minutes, and agree further actions.
   a. Noticeboard
ii. To receive Councillors' reports – Information only
iii. To receive report from Salt Village Hall – Information only

i. Cllr Clancy reported the findings from the inspection of the noticeboard by the manufacturers. It was advised the noticeboard has been installed incorrectly and therefore that was why the noticeboard is now suffering from water ingress. It has warped the noticeboard overtime. Clerk will obtain a definitive report from the manufacturers for discussion at the next meeting.

Cllr Clancy also reported the information board needs a new map, clerk will investigate.

ii. Cllr Scott requested an update on the flooding at the culvert, SCC Cllr Mynor's requested information for him to investigate
iii. Nothing to note.

[4] Stafford Borough Council (SBC)

10	**Meeting Dates** Motions: i. To confirm next meeting date – 6th January 2027 ii. To consider items for the next agenda iii. To confirm future meeting dates • 3rd March 2027 • 12th May 2027 – Annual Parish Council Meeting • 12th May 2027 – Annual Parish Meeting
	Items i and iii - RESOLVED: To approve Item ii – To consider and approve the precept request for 2027-28
11	**Meeting Closed**
	20:35

Appendix 1

Response from the street lighting team: -

"Thank you for your email regarding the new street lighting column outside 3 Hall Farm Crescent, Salt. For your awareness we have had several residents raise this to us which we are responding to.
The works at Hall Farm Crescent form part of the asset renewal programme delivered through the Council's street lighting Private Finance Initiative contract. When lighting is renewed, the layout is assessed against current lighting requirements rather than simply reproducing the previous arrangement.

The revised design classifies Hall Farm Crescent as a P5 residential road and requires two six-metre columns to provide the necessary distribution and uniformity of light across the adopted highway. The lighting calculations give an average illuminance of 3.71 lux and were prepared to meet the Council's requirements and relevant industry standards, including BS 5489 and BS EN 13201. The design was checked and approved by Staffordshire County Council on 18 March 2026 before construction.

Residents received advance correspondence from EON in July advising that street lighting improvement works would take place. We recognise, however, that this correspondence did not make clear that an additional column would be installed or identify its proposed location. A formal consultation was not required because the works were part of the planned renewal of highway equipment within the adopted highway.

We have considered whether the new column could be removed or relocated. Removing it would mean that the renewed layout could not meet the approved lighting requirements. Relocation would require a new design which would still need to meet those requirements without simply transferring the impact to another property, and there is no evident alternative position that would achieve this. We are therefore not proposing to remove or relocate the column.

The lantern operates under the Council's residential dimming regime, reducing to 75% output at 8.00 pm and to 50% between midnight and 6.00 am. If there is a concern that light is entering habitable rooms, rather than simply being visible from the property, we can ask the contractor to inspect the installation at night and consider whether any proportionate mitigation is technically appropriate without compromising highway safety.

I hope this provides some helpful context and explains the reasons for the new lighting arrangement"

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Appendix 2

Budget 2027-28	
Income	**2027-28**
Bank interest	£0.00
Vat reclaim	£0.00
Precept	£11,024.00
Support Grant	£230.49
Concurrent	£360.00
Bank Transer	£0.00
misc	£0.00
Total	**£11,614.49**
Expenditure	
Salary inc PAYE	£5,695.00
Office Expenses	£500.00
Councillors Expenses	£50.00
Room Hire	£200.00
Training	£200.00
Subscriptions	£300.00
Web Management	£240.00
Audit	£150.00
Insurance	£475.00
FOI/DPA	£47.00
Village Maintenance	£2,500.00
Amenity visits	£525.00
Grants	£1,000.00
Election Costs	£0.00
Bank Charges	£60.00
Total	**£11,942.00**