

DUNSTALL PARISH COUNCIL

www.dunstallparishcouncil.co.uk

CLERK: Robert Pritchard
48 Hints Road, Hopwas, Tamworth, Staffordshire, B78 3AA
e-mail: Clerk@dunstallparishcouncil.co.uk

PUBLIC NOTICE

The public and press are invited to attend the Annual Meeting of Dunstall Parish Council, on Thursday, 21st May 2026, in Dunstall Church Hall at 7:30pm

(Preceded by a 15 Minute Public Participation Session).

AGENDA

- 1. Election of Chairman:** To receive nominations for, and elect, a Chairman.
- 2. Election of Vice-Chairman:** To receive nominations for, and elect, a Vice-Chairman.
- 3. Apologies:** To receive apologies for absence.
- 4. Declaration of interests and dispensations:** To receive Declarations of Interests and consider granting of dispensations of which written notice has been received by the Clerk.
- 5. Minutes:** To approve the minutes of the Meeting held on 19th March 2026. *(Appendix 1)*
- 6. Reports from Borough & County Councillors:** To receive an update from any Borough or County Councillor (For information if present).
- 7. Reports from Parish Councillors:** To receive an update (for information) from any member of the council.
- 8. Clerk's Report:** To receive a report from the Clerk and approve any associated actions *(Appendix 2)*
- 9. Planning:** To Consider the following planning applications:

Application Number & Date	Description	Location	Status
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Robert Pritchard

Clerk & Responsible Financial Officer: 14th May 2026

None			
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10. **Financial Matters & Approval of Payments:** To approve the following payments.

10.1 Pending payments:

SPCA Membership Fee:	£165.31
Staffordshire Archive Charity:	£75.00
Stationery:	£5.25

10.2 Delegated payments since the last meeting:

Staffing Costs April:	£225.39
Stationery:	£22.35
Payroll Costs:	£143.64
Charity Trust Donations	£500
John Taylor High School	£50.00

10.3 Purchase of Scribe financial software for the council accounts and financial reports.

(Appendix 3)

11. **To Record any Matters Raised in the Public Session:** To minute any issues raised in the public participation.

12. **Neighbourhood Governance Pack:** To discuss and approve the motion and letter from the Staffordshire Parish Councils Association.

(Appendix 4)

13. **Policies:** To adopt the following policies

(Appendix 5a, b, c, d & e)

- Standing Orders
- Financial Regulations
- Data Audit
- Risk Assessment
- Grant Awarding Policy
- To carry over any policies approved in the past 12 months.

14. **Appointment to Outside Bodies:** To appoint representatives to any outside bodies.

- Dunstall Trustees for the Henry Warford Charity (Estate Trustees) 217341
- Dunstall Trustee for the Barton under Needwood & Dunstall Key Trust 217929

15. **Items for Next Meeting:** To receive any items for the next meeting

Schedule of future meetings - 16th July 2026, 17th September 2026, 19th November 2026, 21st January 2027 & 18th March 2027

Time and date of next meeting – Parish Council Meeting, 7:30pm on Thursday 16th July 2026, Dunstall Church Hall.

Robert Pritchard

Clerk & Responsible Financial Officer: 14th May 2026