



**BILBROOK**  
PARISH COUNCIL  
**AGENDA**

Dear Councillor,

You are summoned to attend the Meeting of Bilbrook Parish Council, commencing at **7.00pm on Friday 3<sup>rd</sup> January 2020** at Bilbrook Village Hall, Joeys Lane, Bilbrook.

Signed: *K Daker* Dated: 27<sup>th</sup> December 2019

**7.00pm** - Open Forum - An opportunity for any member of the public to raise issues with the Council, limited to 2 minutes per speaker and 15 minutes overall.

**097/19 APOLOGIES** - To receive apologies for absence.

**098/19 DECLARATIONS OF INTEREST AND DISPENSATION REQUESTS** - To receive declarations of interest and dispensation requests. A request for a dispensation has to be made in writing to the Clerk and to be granted by decision of the Council. Members are reminded that they should leave the room while discussions/decisions take place on an item in which they have declared an interest.

**099/19 MINUTES**

- a) To approve the minutes from the following meetings:  
Meeting of the Parish Council – 4<sup>th</sup> December 2019
- b) To receive the draft minutes from the following committees:  
Finance & Personnel Committee - 16th December 2019
- c) To receive the signed minutes from the following committees:  
Twentyman Committee - 20th November 2019

**100/19 POLICE REPORT** - Discussion on the Police and Crime report.

**101/19 REPORTS** - To receive the following Reports:

- a) Staffordshire County Council (SCC) Councillor Report
- b) South Staffordshire District Council (SSDC) Councillors Report

**102/19 CLERKS REPORT/ OTHER CORRESPONDENCE / DISCUSSION TOPICS**

- a) Clerks Monthly Report - To review and receive the monthly report.
- b) Staffordshire Community and Voluntary Controlled School Admission Arrangements 2021/21 - Consultation

**103/19 FINANCE**

- a) Financial Reports - To receive the following to the 31<sup>st</sup> December 2019: - Payments & Receipts
- b) Clerks Timesheet - To confirm authorisation by the Chairman.
- c) **Precept 2020-2021** –To finalise the budget and precept for 2020/2021

**104/19 APPROVAL OF EXPENSES**

- a) Installation of Noticeboard and VE75 Bench - £600

**105/19 PLANNING** - To receive and consider any late planning applications received between the publication of this agenda and the meeting. Plans will be available to view 15 minutes before the meeting. Details can also be viewed at <https://services.sstaffs.gov.uk/sscwebviewer>.

**106/19 POLICIES FOR REVIEW**

- a) Internet Banking Policy
- b) Grievance Policy
- c) Disciplinary Policy

**107/19 ITEMS FOR FUTURE** - Each councillor may use this opportunity to report on matters of information not included elsewhere on the agenda and to raise items for future agendas. Councillors should note that this is not an opportunity for debate or decision making.

**108/19 NEXT MEETING** - Meeting of the Parish Council – Wednesday 5<sup>th</sup> February 2020 at 7.00pm

**Section 17 of the Crime & Disorder Act 1998** - *To acknowledge responsibilities under Section 17 of the Crime and Disorder Act 1998 – this places a duty on a local authority to consider crime and disorder implications and to exercise its various functions with due regard to the likely effect of the exercise of those functions and to do all that it reasonably can to prevent crime and disorder in its area.*