



AGENDA

Dear Councillor,

You are summoned to a virtual Zoom meeting of Bilbrook Parish Council commencing at 7.00 pm on Wednesday 3rd December 2020 Signed: K Daker Dated: 26th November 2020

<https://us02web.zoom.us/j/85872176068?pwd=WWNZcWdjK2tWNjRDNjlCeVlHZnJSz09>
Meeting ID: 858 7217 6068 Passcode: 969371

7.00 pm - 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. Members of the public wishing to speak at the meeting should email the Parish Clerk at bilbrookparishcouncil@hotmail.co.uk. Please note this meeting will be recorded for minute taking.

20/059. APOLOGIES - To receive apologies for absence.

20/060. 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 will be placed in the virtual waiting room while discussions/decisions take place on an item in which they have declared an interest.

20/061. MINUTES

- a) To approve the minutes of the Parish Council Meeting of the 4th November 2020
- b) To approve the minutes of the Parish Council Meeting of the 25th November 2020
- c) To receive the draft minutes of the Finance & Personnel meeting of the 16th November 2020.

20/062. POLICE MATTERS - Discussion on the Police and Crime in Bilbrook

20/063. REPORTS – To receive the following reports:

- a) Staffordshire County Council (SCC) Councillor Report
- b) South Staffordshire District Council (SSDC) Councillors Report
- c) Remembrance working party
- d) Christmas working party
- e) Monarch's way working party
- f) Twentyman Sole Trustee – Receipts and Payments to 30th September 2020

20/064. CLERKS REPORT/OTHER CORRESPONDENCE/DISCUSSION TOPICS

- a) **Clerks Report** – To review and receive the report
- b) To receive details, indicative costs and a road map of what is involved in implementing a Neighbourhood plan and decide whether to budget for this in the 2021-22 budget
- c) Facebook – To discuss the performance of the Parish Council Facebook page and decide whether to continue with it.
- d) To consider a request for a pedestrianised area in Bilbrook.
- e) To consider the reply from the War Graves commission regarding Bilbrook service personnel killed in action.

- f) Request for a memorial tree to be planted on the Twentyman playing fields.
- g) To receive advice on the offer of free services in exchange for publicity and to decide whether to accept.

20/065. FINANCE

- a) **Financial Reports** – 2020-2021 - To receive the following to the 25th November 2020 – Payments, Receipts, Cashbook, Budget Comparison Report and Bank Reconciliations.
- b) **Clerks Timesheet** - To confirm authorisation by the Chair.
- c) **External Audit** – To receive the external auditor’s report.

20/066. APPROVAL OF EXPENSES

- a) Donations for Christmas – ATC £50
- b) 4 replacement trees for those cut down on the Twentyman playing fields at the start of 2020.

20/067. PLANNING AND LICENCING - To receive and consider the applications listed below and any late planning applications received between the publication of this agenda and the meeting. Details can also be viewed on [The planning portal https://planning.sstaffs.gov.uk/online-applications/](https://planning.sstaffs.gov.uk/online-applications/)

Application No: [20/00738/FUL](#)

Proposal: Erection of 1 new dwelling

Location: 2 Wesley Road, Bilbrook, WV8 1LW

Application No: [20/00949/FUL](#)

Proposal: Rear extension with internal alterations

Location: 35 Pendeford Mill Lane, Bilbrook, WV8 1JG

20/068. POLICIES FOR APPROVAL

- a) Memorial Bench & Tree Policy. (New Policy)
- b) Social Media Policy (New Policy)
- c) Social Media and Mobile Devices Guidance for Councillors (revised Policy)

20/069. 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.

20/070. NEXT MEETING - Meeting of the Parish Council – Wednesday 6th January 2021 at 7.00 pm

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.

PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960

In pursuance of the powers contained in section 1 of the above Act, I move that the press and public be now excluded from the meeting on the grounds that the business about to be transacted is of a confidential nature and that publicity will be prejudicial to the public interest.

CONFIDENTIAL AGENDA ITEM

20/071. TWENTYMAN PLAYING FIELDS.