



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

Dear Councillor,

You are summoned to attend the Meeting of Bilbrook Parish Council, commencing at **7.00 pm on Wednesday 5<sup>th</sup> February 2020** at Bilbrook Village Hall, Joeys Lane, Bilbrook.

Signed: *K Daker* Dated: 30<sup>th</sup> January 2020

**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.

**109/19 APOLOGIES** - To receive apologies for absence.

**110/19 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.

**111/19 MINUTES**

- a) To approve the minutes from the following meetings:  
Meeting of the Parish Council – 3rd January 2020
- b) To receive the signed minutes from the following committees:  
Twentyman Committee - 18th December 2019

**112/19 POLICE REPORT** - Discussion on the Police and Crime report.

**113/19 REPORTS** - To receive the following Reports:

- a) Staffordshire County Council (SCC) Councillor Report
- b) South Staffordshire District Council (SSDC) Councillors Report
- c) Christmas Lights working party.

**114/19 CLERKS REPORT/ OTHER CORRESPONDENCE / DISCUSSION TOPICS**

- a) Clerks Monthly Report - To review and receive the monthly report.
- b) To discuss plans for VE75 celebrations 8-10<sup>th</sup> May 2020.
- c) To discuss correspondence from a resident regarding trees on the Twentyman playing fields.
- d) To consider taking part in the 2020 Great British Spring Clean

**115/19 FINANCE**

- a) Financial Reports - To receive the following to the 31<sup>st</sup> December 2020 - Payments, Receipts, Cashbook, Budget Comparison Report and Bank Reconciliations.
- b) Clerks Timesheet - To confirm authorisation by the Chairman.
- c) To authorise issuing a pre-paid debit card to the Parish Clerk.

**116/19 APPROVAL OF EXPENSES**

- a) Removal and disposal of the unused bus shelter on Pendeford Mill Lane near Motorworld. £375.
- b) Replacement Website - £150.

- c) To consider a plaque or other memorial for ex-Councillor Robbie Marshall and local resident David Ward who both contributed so much to Bilbrook.
- d) To consider a grant request from the Bilbrook initiative hub.

**117/19 PLANNING** - To receive and consider the applications below and 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>.

**Application No:** 20/00011/FUL

**Proposal:** Proposed single-storey side and rear extension

**Location:** 31 Manor House Park, Bilbrook, WV8 1ES

**Application No:** 20/00016/FUL

**Proposal:** Two-storey side extension

**Location:** 3 Walnut Avenue, Bilbrook, WV8 1HR

**Application No:** 20/00019/ADV

**Proposal:** Jaguar Land Rover Engine Manufacturing Centre free-standing column (totem) sign adjacent to Gate 3 directing visitors Two Jaguar Land Rover fascia signs location on eastern elevations of Module 1A

**Location:** Jaguar Land Rover, Unit B Innovation Drive, Bilbrook, WV9 5GA

**118/19 POLICIES FOR REVIEW**

a) Pre-Paid Payment Card Policy

**119/19 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.

**120/19 NEXT MEETING** - Meeting of the Parish Council – Wednesday 4<sup>th</sup> March 2020 at 7.00 pm

#### **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**

**121/19 Resolution for the Parish Council to become the sole trustee of the Twentyman Playing Fields Association Charity.**

**122/19 Operation Bridge Policy**

**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.*