



AGENDA

Dear Councillor,

You are summoned to a meeting of Bilbrook parish council to be held virtually over Zoom commencing at 7.00 pm on Wednesday 7th April 2021 Signed: *K Daker* Dated: 30th March 2021

Zoom meeting ID: 823 8599 5044, Passcode: 918611

7.00 pm – Public 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 clerk@bilbrookparishcouncil.gov.uk.

Please note this meeting will be recorded for minute taking purposes.

- 113/20 APOLOGIES** - To receive apologies for absence. Councillors are reminded there are implications of routinely accepting apologies offered.
- 114/20 DECLARATIONS OF INTEREST AND DISPENSATION REQUESTS** - To receive declarations of interest and dispensation requests. A request for a dispensation must be made in writing to the clerk and be granted by a 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.
- 115/20 MINUTES**
- a) [To approve the minutes of the parish council meeting of the 3rd March 2021](#)
 - b) [To receive the draft minutes of the finance & personnel committee meeting of the 22nd March 2021](#)
- 116/20 POLICE MATTERS** - Discussion on the police and crime in Bilbrook. The Council acknowledges its duty under Section 17 of the Crime and Disorder Act 1998 to consider the crime and disorder implications of its various functions and to do all that it reasonably can to prevent crime and disorder in its area.
- 117/20 REPORTS** – To receive the following report(s):
- a) [South Staffordshire District Council \(SSDC\)](#)
- 118/20 CLERKS REPORT/OTHER CORRESPONDENCE/DISCUSSION TOPICS**
- a) **Clerks Report** – To the report for information only.
 - b) **Local Council Award Scheme (LCAS)**. [To confirm that the Council has in place the documentation necessary to apply for the Foundation level of LCAS.](#)
 - c) **Electric vehicle charging points (EVCP)** - [To consider the Parish Council’s EVCP strategy following a request from a resident.](#)
 - d) **Community Safety Fund** – [To select one of the five options put forward by South Staffs District Council.](#)
 - e) **Councillor Vacancy** - [To receive details of the election to fill the councillor vacancy.](#)

- f) **South Staffs District Council Standards & Resources Committee** – [To consider putting forward a nominee to sit on this committee.](#)

119/20 FINANCE

- a) **Financial Reports** – 2020-2021 - To receive the following to the 31st March 2021 – Payments, receipts, cashbook, budget comparison report and bank reconciliations.
- b) **Clerks Timesheet** - To confirm authorisation by the chair.
- c) **Fixed Assets** - [To receive the Fixed Asset Register to 31st March 2021 and additions and disposals for 1st April 2020 – 31st March 2021.](#)
- d) **Ring Fenced Reserves** - To confirm the ring-fenced reserves at the 31st March 2021.

120/20 APPROVAL OF EXPENSES

- a) **SPCA annual subscription for 2021/22.** - £563 (2020/21 £555)
- b) **Neighbourhood plan** – [To select a consultant to assist with the development of a neighbourhood plan for Bilbrook.](#)
- c) **Signage** – [To consider a quote for signage for the playing fields, skate park and the alleyway between Bilbrook Road and Lime Tree Gardens.](#)

121/20 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/>

Application No: [21/00241/FUL](#)

Proposal: New attached garage and relocation of existing hedgerow.

Location: 18 Meadows Grove, Bilbrook, WV8 1GG

Application No: [21/00332/FUL](#)

Proposal: Proposed additional 1No. 2 bedroom dwelling

Location: 18 Millennium Way, Bilbrook, WV8 1GA

122/20 POLICIES FOR REVIEW –

- a) **Risk Assessment for working during Covid-19** – [Changed to include provision for a return to physical meetings from the 7th May 2021](#)

123/20 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.

124/20 NEXT MEETING – Annual Meeting of the Parish Council – Wednesday 5th May 2021 at 7.00 pm
Zoom Details: Meeting ID: 883 9972 5511, Passcode: 405314

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

125/20 Twentyman playing fields charity.