



## AGENDA

Dear Councillor,

You are summoned to a meeting of Bilbrook Parish Council to be held at Bilbrook Village Hall commencing at 7.00 pm on Wednesday 2<sup>nd</sup> June 2021 Signed: *K Daker* Dated: 26<sup>th</sup> May 2021.

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.

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

- 017/21 APOLOGIES** – To receive apologies for absence. Councillors are reminded there are implications of routinely accepting apologies offered.
- 018/21 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 asked to leave the room while discussions/decisions take place on an item in which they have declared an interest.
- 019/21 MINUTES**
- a) [To approve the minutes of the Annual Meeting of the Parish Council on the 5<sup>th</sup> May 2021](#)
  - b) [To receive the draft minutes of the Annual Parish Meeting of the 19<sup>th</sup> May 2021.](#)
- 020/21 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.*
- 021/21 REPORTS** – To receive the following report(s):
- a) Staffordshire County Council (SCC)
  - b) [South Staffordshire District Council \(SSDC\)](#)
  - c) [Open Spaces working group.](#)
- 022/21 CLERKS REPORT/OTHER CORRESPONDENCE/DISCUSSION TOPICS**
- a) **Clerks Report** – [To receive the report for information only.](#)
  - b) **The Queen’s Green Canopy** – [To consider planting a tree dedicated to the Queen’s Platinum Jubilee in 2022.](#)
  - c) **Code of Conduct review** – [To receive the email from South Staffs District Council and decide whether to wait to adopt their revised Code of Conduct or to adopt the NALC code of conduct.](#)
  - d) **Woodman Junction** – [To receive the feasibility report and decide on the best course of action.](#)
  - e) **Accidents on Wobaston Road at the junction with Barnhurst Lane** - [to discuss a concern raised by a resident about the regularity of accidents. Staffordshire County Council Ref 4242607](#)
  - f) **Accident on the junction of Lane Green Road, Codsall Road and Birches Road** – [to discuss the complaint from a resident.](#)
  - g) **Boundary Commission Consultation** – [to consider a response.](#)
  - h) **Bilbrook Community Day, Sunday 18th of July 2021** – [to receive information on the event.](#)

## 023/21 FINANCE

- a) **Financial Reports** – 2021-2022 - [To receive the following to the 26th May 2021 – Payments, receipts, cashbook, budget comparison report and bank reconciliations.](#)
- b) **Clerks Timesheet** - To confirm authorisation by the chair.
- c) **Internal Auditors Report** - [To receive the Internal Auditor's Report](#)
- d) **Annual Governance Statement** - [To approve the Annual Governance Statement.](#)
- e) **Annual Statement of Accounts** - [To approve the Annual Statement of Accounts.](#)
- f) **Dates set for the period for the exercise of public rights** – [To confirm the announcement date will be the 3<sup>rd</sup> June and the period for the exercise of public rights will run for 30 working days from the 7<sup>th</sup> June to 16<sup>th</sup> July](#) (to include the first 10 days of July)
- g) **Direct Debits & Standing Orders** – Confirmation of those currently set up and to consider setting up a Direct Debit for the Christmas Lights Electricity Bill.

**024/21 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:** [21/00475/TEL](#)

**Proposed:** The removal of 3no. existing antenna and their supporting structures currently fixed atop the roof to a maximum height of 17.55m to be replaced by 6no. antenna fixed to new 10m support poles in three separate locations where antennas will be fixed to a maximum height of 19.55m together with the installation of 2no. equipment racks, also atop the roof.

**Location:** Telecommunications Site, 89470, Innovation Drive, Bilbrook.

**Application No:** [21/00480/FUL](#)

**Proposal:** 2 storey extension and associated internal alterations

**Location:** 89 Bilbrook Road, Bilbrook, WV8 1EP

**Application No:** [21/00503/FUL](#)

**Proposal:** Demolition of existing property and replacement with two new bungalows

**Location:** 67 Lane Green Road, Bilbrook, WV8 1LS

**Application No:** [21/00510/FUL](#)

**Proposal:** Single-storey rear extension

**Location:** 24 Bilbrook Road Bilbrook, WV8 1EX

**Application No:** [21/00529/COU](#)

**Proposal:** Change of use of domestic garage to a retail unit.

**Location:** 8 Birches Road, Bilbrook, WV8 2JR

**Application No:** [21/00564/FUL](#)

**Proposal:** Two-storey rear extension on the footprint of existing single-storey rear extension, single-storey side extension and small porch extension

**Location:** 20 Lane Green Avenue, Bilbrook, WV8 2JT

**Application No:** [21/00423/FUL](#)

**Proposal:** Conversion of existing buildings to create two/three bedroomed dwelling including extension and compensatory demolition of existing structures

**Location:** Buildings Rear Of 11 Smallholding Barnhurst Lane, Bilbrook, WV8 1RS

**025/21 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.

**026/21 NEXT MEETING - Meeting of the Parish Council** – Wednesday 7<sup>th</sup> July 2021 at 7.00 pm at Bilbrook Village Hall