



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 7th July 2021 Signed: *K Daker* Dated: 1st July 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.

- 027/21 APOLOGIES** – To receive apologies for absence. Councillors are reminded there are implications of routinely accepting apologies offered.
- 028/21 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.
- 029/21 MINUTES**
- [To approve the minutes of the Annual Meeting of the Parish Council on the 2nd June 2021.](#)
 - [To receive the draft minutes of the Allotments Committee Meeting of the 14th June 2021.](#)
 - [To receive the draft minutes of the Finance Committee Meeting of the 24th June 2021.](#)
- 030/21 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 functions and to do all that it reasonably can to prevent crime and disorder in its area.
- 031/21 REPORTS** – To receive the following report(s):
- Staffordshire County Council (SCC)
 - [South Staffordshire District Council \(SSDC\)](#)
- 032/21 CLERKS REPORT/OTHER CORRESPONDENCE/DISCUSSION TOPICS**
- Clerks Report** – [To receive the report for information only.](#)
 - Committees/ working groups memberships** – To consider group memberships for Cllr Leedham following the completion of the SPCA Councillor Fundamentals Course.
 - Parking in the Centre of Bilbrook** – To discuss ideas to tackle the problem.
 - Speeding on Lime Tree Rd** – To discuss options for reducing speeding following an accident.
 - Shop Frontages** – [To consider a complaint from a resident regarding the state of shop frontages in Bilbrook](#)
 - Pesticide-Free Bilbrook** – [To formally approve the scheme.](#)
 - Grass Verges** – [To discuss areas to be left to wildflowers and cutting of the verges generally following several complaints from residents.](#)
 - Welcome Back to the High Street (WBHS) Grant** – [To receive and discuss the agreement](#)
 - Neighbourhood Plan Newsletter** – [To consider the name and content of the Newsletter.](#)
 - Youth Parish Council** – [To consider setting one up for Bilbrook](#)
 - Skatepark Grafitti** – [To consider commissioning a graffiti artist to paint the skate park.](#)
 - The Queen’s Green Canopy** – To decide what tree to plant and where on the Village Green.
 - The Queen's Platinum Jubilee Beacons 2nd June 2022** – [To decide whether to participate.](#)

033/21 FINANCE

- a) **Financial Reports** – 2021-2022 - [To receive the following to the 30 June 2021 – Payments, receipts, cashbook, budget comparison report and bank reconciliations and to confirm the bank reconciliation and internal control checks have been undertaken by a member.](#)
- b) **Clerks Timesheet** - To confirm authorisation by the chair.

034/21 EXPENDITURE

- a) **Civic Sunday money** – To discuss ideas for spending the £500 budgeted.
- b) **Staffordshire Union Canal** – Annual Membership 2021-22 - £25
- c) **Tree Survey** – to consider the quote for the bi-annual tree survey - £325.
- d) **Tree works** – [to consider quotes.](#)
- e) **Cutting of the Old Village Green** – to be added in with the current schedule = £240. (Subject to funding from the WBHS Grant)
- f) **Bench for the Village Green** (Subject to funding from the WBHS Grant)
- g) **Sign for the Village Green** (Subject to funding from the WBHS Grant)

035/21 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 [21/00423/FUL](#) (Brought forward from the June Meeting)

Proposed: 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

Application No: [21/00536/FUL](#)

Proposed: Dwarf wall conservatory 3.2m x 3.2m, dwarf wall 600mm boundary wall 2m, UPVC double glazed walls and roof, separated from the existing house by French doors

Location: 22 Manor House Park, Bilbrook, WV8 1ES

Application No: [21/00600/FUL](#)

Proposed: Garage extension with double storey bedroom above

Location: 27 Homefield Road Bilbrook, WV8 1JN

Application No: [21/00693/FUL](#)

Proposed: First-floor extension

Location: 10 Acacia Crescent, Bilbrook, WV8 1NU

036/21 POLICIES FOR REVIEW

- a) [Tree Policy – New Policy](#)
- b) [Statement of Internal Control – New Policy](#)

037/21 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.

038/21 NEXT MEETING - Meeting of the Parish Council – Wednesday 1st September 2021 at 7.00 pm at Bilbrook Village Hall