



## 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 3<sup>rd</sup> November 2021. Signed: *K Daker* Dated: 22<sup>nd</sup> October 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.

- 062/21 APOLOGIES** – To receive apologies for absence. Councillors are reminded there are implications of routinely accepting apologies offered.
- 063/21 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.
- 064/21 MINUTES**
- a) [To approve the minutes of the Meeting of the Parish Council on the 6<sup>th</sup> October 2021.](#)
  - b) [To receive the draft minutes of the Finance & Personnel Committee on the 11<sup>th</sup> October 2021.](#)
- 065/21 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.*
- 066/21 REPORTS** – To receive the following report(s):
- a) Staffordshire County Council (SCC)
  - b) South Staffordshire District Council (SSDC)
  - c) Remembrance Working Party
  - d) Christmas Working Party
- 067/21 CLERKS REPORT/OTHER CORRESPONDENCE/DISCUSSION TOPICS**
- a) **Clerks Report** – [To receive the report for information only.](#)
  - b) **I54 Development consultation** – [To receive a presentation from ANCER SPA Ltd and to consider the Parish Councils response to the consultation.](#)
  - c) **Neighbourhood plan** – To receive an update following the first Steering Group Meeting.
  - d) **Local Plan Review** – To consider a response that includes a proposal for 848 new homes in Bilbrook.
- 068/21 FINANCE**
- a) **Financial Reports** – 2021-2022 - To receive the following to the 27<sup>th</sup> October 2021 – Payments, receipts, cashbook, budget comparison report and bank reconciliations and to confirm the bank reconciliation by a member of the Finance & Personnel Committee.
  - b) **Clerks Timesheet** - To confirm authorisation by the chair.
  - c) [To receive the preliminary budget for 2022-23](#)
- 069/21 EXPENDITURE**

- a) **Skate Park** - [To receive a quote for an upgrade to the Skate Park. £1,850](#)
- b) **Jubilee Walks** - To receive a quote for the update of the Jubilee Walk 1 map & the creation of a Jubilee 3 map. £507.60
- c) **Councillor .gov.uk emails** - £79.99 per year for 5GB mailboxes for all Councillors.

**070/21 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:** [21/01028/FUL](#)

**Proposed:** Proposed demolition of lean-to extension and addition of single-storey Rear extension

**Location:** 8 Heath Farm Road, Bilbrook, WV8 1HT

**Application No:** [21/01067/FUL](#)

**Proposed:** Demolition of existing conservatory and proposed single-storey rear extension

**Location:** 2 Palmers Close, Bilbrook, WV8 2JX

**071/21 POLICIES FOR REVIEW**

- a) [Freedom of Information](#)
- b) [General Risk Assessment](#)

**072/21 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.

**073/21 NEXT MEETING - Meeting of the Parish Council** – Wednesday 1<sup>st</sup> December 2021 at 7.00 pm at Bilbrook Village Hall

**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**

**068/21 STAFFING STRUCTURE.**