



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> March 2022. Signed: *K Daker* Dated: 18<sup>th</sup> February 2022.

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.

- 109/21 APOLOGIES** – To receive apologies for absence. Councillors are reminded there are implications of routinely accepting apologies offered.
- 110/21 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.
- 111/21 MINUTES**
- a) [To approve the minutes of the Meeting of the Parish Council on the 2<sup>nd</sup> February 2022.](#)
  - b) [To receive the draft minutes of the Allotments committee meeting on the 14<sup>th</sup> January 2022.](#)
  - c) [To receive the draft minutes of the Finance and Personnel committee meeting on the 28<sup>th</sup> February 2022.](#)
  - d) To receive the minutes of the Neighbourhood Plan Steering Group on the [3<sup>rd</sup> February 2022](#) and [the draft minutes of the 17<sup>th</sup> February 2022.](#)
- 112/21 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.*
- 113/21 REPORTS** – To receive the following report(s):
- a) Staffordshire County Council (SCC)
  - b) South Staffordshire District Council (SSDC)
  - c) Platinum Jubilee Working Group
  - d) The Twentyman Playing Fields Association and to consider a request for an awning on the side of the Village Hall,
- 114/21 CLERKS REPORT/OTHER CORRESPONDENCE/DISCUSSION TOPICS**
- a) **Clerks Report** – To receive the report for information only.
  - b) **I54 Extension** – presentation by JLL regarding the i54 extension.
  - c) **Severn Trent** – [To consider a request from a councillor regarding the ability o Severn Trent to cope with the new houses on the Bloor Homes site.](#)
  - d) **South Staffordshire Climate Change Festival** – [To consider the Parish Council’s involvement.](#)
  - e) **The Commonwealth Games** - [to consider the Parish Council’s involvement.](#)

- f) **Speeding** – [To receive a complaint from a resident regarding speeding.](#)
- g) **Clearing in front of the shops** – [To consider a request for a letter to be sent to the shop keepers to take responsibility for cleaning litter from in front of their shops.](#)
- h) **Annual Community Award** – [To consider an annual award scheme.](#)
- i) **Section 106** – To formally send a request to South Staffs Council planning department regarding the proposed 848 houses in Bilbrook.

#### 115/21 FINANCE/EXPENDITURE

- a) **Financial Reports** – 2021-2022 - [To receive the reports to the 28<sup>th</sup> February 2022](#)
- b) **Clerks Timesheet** - To confirm authorisation by the chair.
- c) **Ground Maintenance Tender** - To award the three-year grounds maintenance contract.
- d) **Play Park Tender** – To select a contractor to undertake the play park upgrade.
- e) **Cleaning of Bilbrook War Memorial** – [to receive a quote for cleaning of the war memorial.](#)
- f) **Queens Canopy Plaque** – [To approve the plaque.](#)
- g) **CCTV** – To receive quotes for CCTV on Bilbrook Village Green.

**116/21 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: 22/00115/FUL**

**Proposed:** Small extension to the front of existing garage, part garage conversion and alterations.

**Location:** 7 Azalea Close, Bilbrook, WV8 1HE

#### 117/21 POLICIES

- a) [Terms of Reference Platinum Jubilee Working Group.](#)
- b) [Allotments Policy](#)

**118/21 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.

**119/21 NEXT MEETING** – Wednesday 6<sup>th</sup> April 2022 - **Annual Parish Meeting 6:00 pm, Meeting of the Parish Council 7.00 pm** at Bilbrook Village Hall.