



## 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 5<sup>th</sup> October 2022. Signed: *K Daker* Dated: 29<sup>th</sup> September 2022.

A minute's silence will be observed in memory of the late Queen Elizabeth II.

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.

**050/22 APOLOGIES** – To receive apologies for absence. Councillors are reminded there are implications of routinely accepting apologies offered.

**051/22 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.

**052/22 MINUTES**

- a. [To approve the minutes of the Meeting of the Parish Council on the 7<sup>th</sup> September 2022](#)
- b. [To receive the draft minutes of the Finance & Personnel Committee Meeting on the 12<sup>th</sup> of September 2022](#)
- c. [To receive the draft minutes of the Allotment Committee Meeting on the 12<sup>th</sup> of September 2022](#)

**053/22 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.*

**054/22 REPORTS** – To receive the following report(s):

- a. Staffordshire County Council (SCC)
- b. South Staffordshire District Council (SSDC)
- c. The Twentyman Playing Fields Association.
- d. Christmas Lights Working Party
- e. Remembrance Working Party.

**055/22 CLERKS REPORT/OTHER CORRESPONDENCE/DISCUSSION TOPICS**

- a. **Clerks Report** – [To receive the report for information only.](#)
- b. **Inspection Report** – [To receive the annual inspection report.](#)
- c. **The Coronation of HM Charles III** – To discuss holding a community event.

**056/22 FINANCE & APPROVAL OF EXPENSES**

- a. **Financial Reports** – 2022-23 - [To receive the monthly reports.](#)
- b. **Clerks Timesheet** - To confirm authorisation by the chair.

- c. **Petty Cash** – To discuss making all payments of expenses electronically and stopping petty cash following the announced closure of Barclays Bank, Bilbrook.
- d. **Allotments Rent** – To receive a recommendation from the Allotment Committee to change the rental start date from 1<sup>st</sup> April to 1<sup>st</sup> January 2024 to take into account the growing season.

**057/22 PLANNING AND LICENCING** - To receive the planning application below and consider 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: **22/00829/FUL**

Proposal: Single-storey rear extension and replacement of the flat roof with a new pitched roof.

Location: 5 Azalea Close, Bilbrook, WV8 1HE

**058/22 POLICIES FOR APPROVAL/REVIEW**

- a. [General Risk Assessment](#)
- b. [Action Plan](#)

**059/22 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.

**060/22 NEXT MEETING** - Meeting of the Parish Council – Wednesday 2<sup>nd</sup> November 2022 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**

**061/22** Policies for Review – Operation Bridge Policy

**062/22** New Operative – To confirm the applicant for the role of Parish Operative.