



## 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> November 2022. Signed: *K Daker* Dated: 27<sup>th</sup> October 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.

**063/22 APOLOGIES** – To receive apologies for absence. Councillors are reminded there are implications of routinely accepting apologies offered.

**064/22 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.

**065/22 MINUTES**

- a. [To approve the minutes of the Meeting of the Parish Council on the 6<sup>th</sup> of October 2022](#)
- b. [To receive the draft minutes of the Finance & Personnel Committee Meeting on the 17<sup>th</sup> of October 2022](#)

**066/22 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.*

**067/22 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.
- f. The Coronation Working Party.

**068/22 CLERKS REPORT/OTHER CORRESPONDENCE/DISCUSSION TOPICS**

- a. **Clerks Report** – [To receive the clerk's report for information only.](#)
- b. **Bank's Field** – [To receive and approve the outline plans for Bank's field following a meeting with representatives from Staffordshire Wildlife and the Forest of Mercia.](#)
- c. **Warm Rooms** – [To consider a proposal for a warm room in Bilbrook](#)
- d. **Local Plan Review** – to consider a response for the next round of the local plan review process.

**069/22 FINANCE & APPROVAL OF EXPENSES**

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

- c. **Budget 2023-24** - [To receive the preliminary budget for 2023-24](#)
- d. **Annual External Audit** – [To receive the report of the external auditor.](#)

**070/22 PLANNING AND LICENCING** - To 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/>

**071/22 POLICIES FOR APPROVAL/REVIEW**

- a. [Coronation working group – Terms of reference](#)

**072/22 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.

**073/22 NEXT MEETING** - Meeting of the Parish Council – Wednesday 7<sup>th</sup> December 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**

**074/22 Budget 2023-34** – to discuss matters relating to staffing and staff costs.