



## 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 7<sup>th</sup> December 2022. Signed: *K Daker* Dated: 1<sup>st</sup> December 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.

- 075/22 APOLOGIES** – To receive apologies for absence. Councillors are reminded there are implications of routinely accepting apologies offered.
- 076/22 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.
- 077/22 MINUTES**
- a. [To approve the minutes of the Meeting of the Parish Council on the 2<sup>nd</sup> of November 2022](#)
- 078/22 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.*
- 079/22 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. The Neighbourhood Plan Steering Group
  - e. Remembrance Working Party.
  - f. Christmas Lights Working Party
  - g. The Coronation Working Party.
- 080/22 CLERKS REPORT/OTHER CORRESPONDENCE/DISCUSSION TOPICS**
- a. **Clerks Report** – To receive the clerk's report for information only.
  - b. **Bank's Field** –
    - i) [To receive and approve the outline plans for Bank's field following a meeting with representatives from Staffordshire Wildlife and the Forest of Mercia.](#)
    - ii) To decide on how to manage the project going forward.
    - iii) To receive a request to rename Bank's Field as Moatbrook Meadows.
  - c. **Local Plan Review** – [to consider a response for the next round of the local plan consultation.](#)
  - d. **Littering** – [To discuss littering in Bilbrook following a meeting with South Staffs Council, WV8 Wombles and Friends of Bilbrook.](#)

**081/22 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 finalise the budget for 2023-24 following receipt of the Taxbase from South Staffs Council.](#)
- d. **Picnic Benches** – [To receive comparative quotes for a disabled picnic bench for the playpark field.](#)
- e. **Bollards**– [To consider the replacement of the existing plastic bollards on the grass verges around Bilbrook.](#)

**082/22 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: **22/01056/COU**

Proposal: Planning application for change of use from retail store (use class E) to hot food takeaway (sui generis); associated extraction, plant equipment and external alterations.

Location: 2 Pendeford Mill Lane, Bilbrook, WV8 1JB

Application No: **22/00842/FUL**

Proposal: Erection of a two-bed dwelling to the rear of the existing dwelling to care for elderly relatives Location: 22 Acacia Crescent, Bilbrook, WV8 1NU

**083/22 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.

**084/22 NEXT MEETING** - Meeting of the Parish Council – Wednesday 4<sup>th</sup> January 2023 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**

**085/22 Budget 2023-34** – to discuss matters relating to staffing and staff costs.