



AGENDA

Dear Councillor,

You are summoned to a meeting of Bilbrook Parish Council at Bilbrook Village Hall on Wednesday 6th December 2023 at 7:00 pm. Signed: *K Daker* Dated: 30th November 2023.

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.

075/23 APOLOGIES – To receive apologies for absence.

076/23 DECLARATIONS OF INTEREST AND DISPENSATION REQUESTS - Members will be asked to leave the room while discussions/decisions occur on an item in which they have declared an interest. A request for a dispensation must be made in writing to the clerk in advance of the meeting and be granted by the full council.

077/23 MINUTES

a) To approve the minutes of the Meeting of the Parish Council – [1st November 2023](#)

078/23 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.*

079/23 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 Working Group.
- e) Events Working Group.
- f) Open Spaces Working Group.
- g) Bank's Field Working Group.
- h) Young People Engagement Working Group.
- i) Climate Change Action Group. To also consider dropping "change" from the group name.
- j) Canal & River Trust Representative.

080/23 CLERKS REPORT/OTHER CORRESPONDENCE/DISCUSSION TOPICS

- a) The Clerks Report – [To receive the report for information only](#).
- b) Review of polling districts and polling places – [to suggest alternative places that may be used as polling places](#). (Currently Bilbrook Village Hall & Holy Cross Church are used)
- c) [To consider meeting dates for 2024](#)

081/23 FINANCE & APPROVAL OF EXPENSES

- a) Financial Reports – 2023-2024 - [To receive the monthly reports to 30th Nov 2023](#).
- b) Clerks Timesheet - To confirm authorisation by the chairman.
- c) Budget 2024-25 – [To receive the draft budget](#).
- d) [To consider a quote for replacement of the broken play park springer](#)

- e) [To consider using some or all of Banks Field for Biodiversity Net Gain](#). Cllr Lloyd will give a short presentation.
- f) Installation of Bollards on the Village Green – [To consider 3 quotes](#).
- g) Electric Vehicle Charger - [To consider using the Solar Farm income to purchase an EV charger for Bilbrook Village Hall Car Park](#)
- h) [To consider a grant request from Bilbrook Middle School](#)
- i) [To consider a grant request from Lane Green First School](#)
- j) [To consider purchasing a Speed Indication Device through South Staffs District Council](#)

082/23 PLANNING AND LICENCING –To consider & comment on the following applications. To receive 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: **23/00950/REM**

Proposal: Erection of electric vehicle charging station with ancillary uses including retail, food and drink with associated electrical infrastructure, car parking and landscaping.

Location: Unit D Innovation Drive, Bilbrook

Application No: **23/00970/FULHH**

Proposal: Rear extension to replace existing structure

Location: 57 Lane Green Road, Bilbrook, WV8 1LR

Variation Application for the Olde Vicarage Bilbrook PL0496

The application is ONLY To amend the licence condition from – “Children allowed, must leave by 8pm” to read “ Children will be welcome on the premises only if accompanied by an adult, Children MUST vacate the premises by 8pm unless they are part of a private party or they have a special function at the Vic i.e. Halloween, New Years Eve, Etc”

To add additional Non-Standard times to extend the permitted hours for Remembrance Sunday 11am- 00:00 (1 additional hour), NYE 12midday until 00:30 (an additional 30 minutes) and to allow 5 additional days to open earlier at 10:00am. With the premises license holder notifying the police and licensing authority in writing 10 working days before.

083/23 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.

084/23 NEXT MEETING - Meeting of the Parish Council: Wednesday 3rd January 2024 at 7.00 p.m. 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

085/23 Budget 2024-25 – To receive the salaries section of the draft budget.

086/23 Assistant temporary additional hours – To extend the time period for this.

087/23 Twentyman Land Registry – to receive update from Twentyman.