



AGENDA

Dear Councillor,

You are summoned to a meeting of Bilbrook Parish Council at Bilbrook Village Hall on Wednesday, 4th October 2023 at 7:00 pm. Signed: *K Daker* Dated: 28th September 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.

053/23 APOLOGIES – To receive apologies for absence. Councillors are reminded there are implications of routinely accepting apologies offered.

054/23 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 council.

055/23 MINUTES

a) To approve the minutes of the Meeting of the Parish Council - [6th September 2023](#).

b) To receive the draft minutes of the Allotments Committee – [11th September 2023](#).

056/23 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.*

057/23 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. – To consider starting a menopause café.
- f) Open Spaces Working Group
- g) Bank's Field Working Group
- h) Young People Engagement Working Group
- i) Canal & River Trust Representative

058/23 CLERKS REPORT/OTHER CORRESPONDENCE/DISCUSSION TOPICS

- a) The Clerks Report – [To receive the report for information only](#).
- b) Presentation by Sulis Public Affairs, Bloor Homes and Evolve Planning on the consultation relating to the next phase of the development off Pendeford Mill Lane. (Resolution to be passed to move this to the public forum to allow questions from the public)
- c) Dogs on the Playing Fields – [Discussion on the playing field rules following an assault of a dog walker on the Twentyman Playing Fields](#)

059/23 FINANCE & APPROVAL OF EXPENSES

- a) Financial Reports – 2023-2024 - [To receive the monthly reports to 30th Sept 2023](#).

- b) Clerks Timesheet - To confirm authorisation by the chairman.
- c) Grant Request – [To consider a grant request from St Nicholas Church.](#)
- d) Annual External Audit – [To receive the external auditor's report.](#)
- e) Brainstorming session on ideas for the 2024-25 Budget and review of the [Action Plan](#)
- f) Accessible Gate on the Twentyman Playing Fields – [Quotes for Supply & Delivery \(Operatives to install\)](#)
- g) Bollards on Bilbrook Village Green – [Installation](#)

060/23 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: [23/00742/OTHERS](#)

Proposal: The proposed development relates to Application Ref. No. 22/00312/REM. This application concerns the installation of PV panels to the roof of the industrial unit which will provide sustainable energy creation to power the site.

Location: I54 Site Wobaston Road, Bilbrook

Application No: [23/00746/FULHH](#)

Proposal: Single-storey rear extension and replacement garage

Location: 52 Birches Road, Codsall, WV8 2JR

Application No: [23/00754/FULHH](#)

Proposal: Proposed alterations to replace the existing garage and utility, with two-storey extension to provide additional bedrooms, garage and kitchen

Location: 56 Heath Farm Road, Bilbrook, WV8 1HT

061/23 POLICIES/TERMS OF REFERENCE FOR APPROVAL

- Terms of Reference – [Climate Change Action Working Group](#)

062/23 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.

063/23 NEXT MEETING - Meeting of the Parish Council: Wednesday 1st November 2023 at 7.00 p.m. at Bilbrook Village Hall.