



AGENDA

Dear Councillor, You are summoned to the annual meeting of Bilbrook Parish Council to be held at Bilbrook Village Hall commencing at 7.00 pm on Wednesday 3rd July 2024. Signed: *K Daker* Dated: 27th June 2024.

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.

026/24 APOLOGIES – To receive apologies for absence.

027/24 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.

028/24 MINUTES

a) To approve the minutes of the Meeting of the Parish Council – [5th June 2024](#)

029/24 POLICE MATTERS - Discussion on the police and crime in Bilbrook. [To receive the report for April & May www.police.uk/pu/your-area/staffordshire-police/codsall-and-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. To receive the

030/24 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 Action Group.
- j) Canal & River Trust Representative.

031/24 CLERKS REPORT/OTHER CORRESPONDENCE/DISCUSSION TOPICS

- a) The Clerks Report – [To receive the report for information only.](#)
- b) To approve the submission of the Neighbourhood Plan to South Staffs District Council
- c) To consider a request received from a member of the Bank's Field Working Group to use a CAA Authorised Drone on Bank's field.
- d) [To consider extending the planting scheme for Bank's field.](#)
- e) [To consider a request to ban balloon releases on Parish Council land.](#)

032/24 FINANCE & APPROVAL OF EXPENSES

- a) Financial Reports – 2024-2025 - [To receive the monthly finance reports to 30th June 2024.](#)
- b) Clerks Timesheet - To confirm authorisation by the chairman.
- c) Edge Accounting Software – [To consider whether to renew for 3 or 5 years.](#)
- d) [Grant Application from Bilbrook & Codsall History Society for £36.46](#)

033/24 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: 24/00490/VAR
Proposal: Application Reference Number: 21/01203/FUL Date of Decision: 22/07/2022 Variation of Condition Number(s): 2 & 3 Condition 2 - To be amended to list amended drawings submitted as part of this application. Condition 3 - To be amended to reflect materials stipulated on amended elevations submitted as part of this application.
Location: Treetops Dental Surgery, 52 Duck Lane, Bilbrook, WV8 1HF

Application No: 24/00253/FUL (amended)
Proposal: Construction of a rear customer pergola and associated works to the outside area.
Location: Spirit Pub Company, The Woodman, 2 Duck Lane Bilbrook, WV8 1HZ

Application No: 24/00516/VAR
Proposal: 22/01056/COU - Variation of conditions 2 (approved plans) and 5 (approved materials) to alter the elevations.
Location: Domino's, 2 Pendeford Mill Lane, Bilbrook, WV8 1JB

Application No: 24/00533/ADV
Proposal: Installation of replacement signs to include 1x new pictorial panel to existing post and gibbet, 2x fascia signs, 1x name board, 2x wall mounted corex signs, 1x 'v' shaped post mounted corex sign, 2x welcome transom signs, 1x double sided post mounted car park directional sign..
Location: The Woodman, 2 Duck Lane, Bilbrook, WV8 1HZ

034/24 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. (subject to [an agenda item request form](#) being completed) Councillors should note that this is not an opportunity for debate or decision-making..

035/24 NEXT MEETING

Meeting of the Parish Council: Wednesday 4th September 2024 at 7.00 p.m. at Bilbrook Village Hall.

CONFIDENTIAL AGENDA ITEM

036/24 Assistant temporary additional hours – To extend the time period for this.