



## 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 4<sup>th</sup> December 2024. Signed: *K Daker*  
Dated: 29<sup>th</sup> November 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.

**073/24 APOLOGIES** – To receive apologies for absence.

**074/24 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.

**075/24 MINUTES**

a) To approve the minutes of the Meeting of the Parish Council – [6<sup>th</sup> November 2024](#)

**076/24 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.*

**077/24 REPORTS** – To receive the following report(s):-

- a) Staffordshire County Council (SCC)
- b) South Staffordshire District Council (SSDC)
- c) The Allotments Committee
- d) The Twentyman Playing Fields Association.
- e) The Neighbourhood Plan Working Group.
- f) Events Working Group.
- g) Open Spaces Working Group.
- h) Bank's Field Working Group.
- i) Young People Engagement Working Group.
- j) Climate Action Group.
- k) Canal & River Trust Representative.
- l) Staffordshire Business Environmental Network (SBEN) Representative.

**078/24 CLERKS REPORT/OTHER CORRESPONDENCE/DISCUSSION TOPICS**

- a) The Clerks Report – [To receive the report for information only.](#)
- b) [To consider requesting Asset of Community Value status for Bilbrook sites meeting the required criteria.](#)

**079/24 FINANCE & APPROVAL OF EXPENSES**

- a) Financial Reports – 2024-2025 - [To receive the monthly reports for November 2024](#)
- b) Clerks Timesheet - To confirm authorisation by the chairman.
- c) To consider the Budget 2025-26 – Excluding Staff Costs

**080/24 PLANNING AND LICENCING** –To receive and consider o planning application(s) below and any late planning applications received between the publication of this agenda and the meeting. Details can viewed on the South Staffordshire Council Planning Portal:-  
<https://planning.sstaffs.gov.uk/online-applications/>

Application No: **24/01004/FULHH**

Proposal: Remove conservatory and replace with rear extension and new pitch roof.  
Garage conversion with extension over, and new windows throughout

Location: 62 Heath Farm Road, Bilbrook, WV8 1HT

Application No: **24/01012/ADV**

Proposal: One post and aluminium panel sign with chiropractic name and logo

Location: 72 Lane Green Rd, Bilbrook, WV8 1LX

**081/24 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.

**082/24 NEXT MEETING**

**Meeting of the Parish Council:** Wednesday 8th January 2025 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**

**083/24** Brainstorming of future projects.

**084/24** Budget 2025-26 – Staff Costs