



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 7th January 2026. Signed: *K Daker* Dated: 31st December 2025.

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.

085/25 APOLOGIES – To receive apologies for absence.

086/25 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.

087/25 MINUTES

a) To approve the minutes of the Parish Council Meeting – [3rd December 2025](#)

088/25 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.

089/25 REPORTS – To receive the latest reports:-

- a) [Staffordshire County Council](#) (SCC)
- b) [South Staffordshire District Council](#) (SSDC)
- c) [Allotments Committee](#)
- d) [Twentyman Playing Fields Association](#).
- e) [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 Working Group](#).
- k) [Business Engagement Working Group](#)

090/25 CLERKS REPORT/OTHER CORRESPONDENCE/DISCUSSION TOPICS

- a) The Clerks Report – [To receive the report for information only](#).
- b) [To receive the Draft Neighbourhood plan](#)
- c) To consider [plans for Bank's Field](#) including a presentation by Keri Lloyd.
- d) Rod Pendrell Memorial – To discuss the details.
- e) UK Prosperity Fund – [To receive final details of both projects that are receiving funding](#).

091/25 FINANCE & APPROVAL OF EXPENSES

- a) Financial Reports – 2025-2026 - [To receive finance reports to the end of December 2025](#).

- b) Clerks Timesheet - To confirm authorisation by the chairman.
- c) To consider quotes for repairs to the [Play Park, outdoor gym and skate park](#) that were raised in the 2025 annual inspection

092/25 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: **25/01007/FULM**
Proposal: Erection of a canopy and an extension to the existing manufacturing plant to provide additional industrial floorspace (Use Class B2) together with associated works and demolition of existing external stairwell
Location: Jaguar Land Rover, Unit B, Innovation Drive, Bilbrook, WV9 5GA

Application No: **25/01009/FUL**
Proposal: Erection of 2-bed semi-detached dwelling
Location: 3 Farm Close, Bilbrook, WV8 1JU

Application No: **25/01061/FULHH**
Proposal: Demolition of existing garage and single storey side projection and replacement with 2-storey side extension, single storey rear extension and single storey garage attached to the 2 storey side extension.
Location: 1 Manor Close, Bilbrook, WV8 1NF

093/25 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.

094/25 NEXT MEETING - Meeting of the Parish Council: Wednesday 4th February 2026 at 7.00 p.m. at Bilbrook Village Hall.