BILBROOK
PARISH COUNCIL

AGENDA

Dear Councillor, you are summoned to a Meeting of the Bilbrook Parish Council to be held at Bilbrook Village Hall commencing at 7.15 pm on Wednesday 4th November 2026. Signed: *K Daker* Dated: 29th October 2026.

7.15 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.

Link for working documents: https://bilbrookparishcouncil.gov.uk/working-documents/

058/26 APOLOGIES – To receive apologies for absence.

059/26 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.

060/26 MINUTES

a) To approve the minutes of the Parish Council Meeting - 7th October 2026
b) To receive the draft minutes of the allotments Committee Meeting – October 2026
c) To receive the draft minutes of the Finance and Personnel Committee Meeting – 19th October 2026

061/26 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. Link to the Police.uk website with the latest crime map and drill down to Bilbrook crimes.

062/26 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 – To the select the charity for the Christmas Light Switch on.
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
l) Pendeford Mill Nature Reserve Report

063/26 CLERKS REPORT/OTHER CORRESPONDENCE/DISCUSSION TOPICS

a) The Clerks Report – To receive the report for information only.
b) Bank's Field to discuss plans for the field.

064/26 FINANCE & GOVERNANCE

a) Financial Reports 2026-2027 - To receive the reports to the end of October 2026.
b) Clerks Timesheet - To confirm authorisation by the chairman.
c) Allotment Rents – To consider increases to allotment rents from 1st January 2028
d) Bank's Field – To approve cost of a fence.
e) Neighbourhood Plan – To approve additional costs
f) 2027-2028 Budget – To receive the draft budget.

065/26 PLANNING AND LICENCING –To receive and consider 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 (SSCP)Portal:- https://planning.sstaffs.gov.uk/online-applications/

Application No: 26/00792/EIASCO
Proposal: Regulation 15 request for a formal scoping opinion under the Town and Country Planning (Environmental Impact Assessment) Regulations 2017 (as amended) relating to a proposed submission of an outline planning application for a new commercial development of an approximate 15.8 hectares site
Location: Land on the east side Lawn Lane, Bilbrook

066/26 POLICIES FOR REVIEW

a) Allotments Policy and Procedure

067/26 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.

068/26 NEXT MEETING – Parish Council Meeting 2nd December 2026 at 7:15 pm 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(S)

069/26 Remembrance Event Management Plan and Risk Assessment
070/26 Christmas Event Management Plan and Risk Assessment
071/26 2027-2028 Budget – To receive the draft budget (confidential items)