

Forsbrook Parish Council
Dawn Plant – Clerk to the Council
Tel 07919911938
forsbrookparishcouncil@outlook.com

Dear Councillor,

You are summoned to a meeting of Forsbrook Parish Council, at Blythe Bridge Village Hall Monday 18th October at 7:30pm

The meeting will consider the items set out below.

Council are asked to note that in the exercise of their functions they must take note of the following: Equal opportunities (race, gender, sexual orientation, marital status and any disability; Crime and Disorder, Health and Safety and Human Rights).

Before the meeting there will be a public session to enable the people of Forsbrook to ask questions of, and make comments, regarding the Parish Council. Questions not answered at this meeting will be answered in writing to the person asking the question, or may appear as an agenda item for the next meeting. Members of the public are asked to restrict their comments, and/or questions to three minutes.

Photographing, recording, broadcasting or transmitting the proceedings of a meeting by any means is permitted. A person may not orally report or comment about a meeting as it takes place if he is present at the meeting of a parish council or its committees but otherwise may:

- Film, photograph or make an audio recording of a meeting;
- use any other means for enabling persons not present to see or hear proceedings at a meeting of a parish council as it takes place or later.
- Report or comment on the proceedings in writing during or after a meeting or orally report or comment after the meeting.

However, anyone wishing to do so must speak to the clerk prior to the meeting as there is policy which must be followed.

Any person who may find difficulty in access to the meeting through disability is asked to advise the Clerk email at least 24 hours before the meeting so that every effort may be made to provide access.

Councillors:-

Herdman, Yates, McCready, Sandiford, Holmes, Felin, White

Monday 18th October 7:30pm Blythe Bridge and Forsbrook Village Hall

MAIN AGENDA

- 1, **Apologies:** to receive apologies.
- 2, **Declarations of Interest and Dispensations (from agenda)** – Councillors must declare any personal or prejudicial interests in items on the agenda and their nature, and leave the room for the relevant items.
- 3, **Register of Interests:** Councillors are reminded of the need to maintain their register of interests.
- 4, **Minutes:** to consider for accuracy and to approve the minutes of the last meeting: September 2021
- 5, **Residents issues:** (Suspend standing orders) To hear any issues faced by residents of the Parish
- 6, **County and District Councillor reports** to include reports from representatives attending outside meetings. to update Council with any relevant information.
- 7, **Clerks report.**
- 8, **Correspondence**
9. **Update on the Police House project**
- 10, Toilets in Blythe Bridge To receive the figures for the ongoing running costs and make a decision regarding the asset transfer from SMDC – Cllr Holmes
11. Remembrance Day – To consider how the parade and coffee afterwards is managed
12. Donations (s137) to discuss and approve the annual donations list
- 13 To arrange a site visit for the recreation ground and discuss the ROSPA report and to discuss the playground risk assessment training.
- 14, **Planning:** to consider the Parish Councils response to the following planning applications:
SMD/2021/0643 – 15 East Bank Ride – Erection of a large shed
SMDC/2021/0644 – 82 St Gotthard Caverswall Road – two storey rear and single storey porch and side extensions.
SMD/2021/0646 - Land West of Boundary Road Boundary – construction of a lambing shed
- 15, **Cemetery:** to discuss any issues with the cemetery.
- 16, **Environment:** to discuss any issues which Councillors would like the Clerk to report to other agencies.
- 17, **Councillor Updates:** to receive any additional updates from Councillors.
- 18, **Accounts/ Finance:** to consider/approve
 - a) October accounts
 - b) Bank Reconciliation (previously circulated by email and available on the web site)
 - c) Budget discussion for 2022/2023

- d) Update from the Internal Audit visit
- e) Business banking update
- f) To approve and adopt the Risk Assessment
- g) To approve and adopt the Data Protection Policy

Clerk to the Council: Dawn Plant, clerk@forsbrookparishcouncil.org.uk
Tel – 07919 911938