

# Forsbrook

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## PARISH COUNCIL

[www.forsbrookparishcouncil.org.uk](http://www.forsbrookparishcouncil.org.uk)  
[clerk@forsbrookparishcouncil.org.uk](mailto:clerk@forsbrookparishcouncil.org.uk)  
Dawn Plant – Clerk & RFP  
Tel 07919911938

Dear Councillor,

You are summoned to a meeting of Forsbrook Parish Council, at Blythe Bridge Village Hall on Monday 17th October 2022 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

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### **MAIN AGENDA – Monday 17th October 2022 at 7:30pm**

**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: July 2022

**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, Accounts/ Finance:** to consider/approve

a) September accounts – to note the payments

b) October accounts – for approval

c) Bank Reconciliation (previously circulated by email and available on the web site)

d) YTD figures and budget scrutiny, preparing for interim budget in November

e) To report that the external audit is complete (12 August) and no matters for report

f) Information arising from the interim Audit

**8,, Clerks report.**

**8a – To note the Clerks uplift in salary scale point due to her completion of CiLCA in line with her contract.**

**8b – Remembrance Day – updates on the progress for the day.**

**8c – Update on Jubilee Gardens**

**9, Correspondence**

**10. Update on the Police House project**

**11. Memorial Bench policy – To receive the policy prepared by the Clerk and discuss and adopt. – Previously agreed by email.**

**12. To discuss and decide a proposal by the current Chairman for a yearly resolution for the Chairman to act in an emergency or situation that requires an immediate decision, which if not taken would be detrimental to the Council and its residents.**

**13. CCTV discussions for Recreation Ground and Parish owned land and to receive an update from County Cllr Ward (Portfolio holder for CCTV at SMDC)**

**14. To receive the prices for the new bins for the cemetery and decide the service level required. – previously agreed via email**

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**15. To discuss and decide to sign up to the Civility and Respect Pledge from NALC and SLCC.**

**16. To discuss and decide on the annual Parish insurance renewal – Previously agreed via email for minuting purposes.**

**17. Trains and reduced services at Blythe Bridge station.**

**18, Planning:** to consider the Parish Councils response to the following planning applications:

APPLICATION NUMBER SMD/2022/0518

APPLICANT NAME Mr & Mrs Card

LOCATION 22 Clematis Avenue Blythe Bridge

APPLICATION NUMBER SMD/2022/0212

APPLICANT NAME Liz Taperek

LOCATION 213 Uttoxeter Road Blythe Bridge

PROPOSED DEVELOPMENT Two storey front and single storey rear extensions.

**19, Cemetery:** to discuss any issues with the cemetery.

19 a – Updates on the tidying up work by the Handyman

**20, Environment:** to discuss any issues which Councillors would like the Clerk to report to other agencies.

**21, Councillor Updates:** to receive any additional updates from Councillors.

Dawn Plant

Clerk & RFO to the Council: Dawn Plant, [clerk@forsbrookparishcouncil.org.uk](mailto:clerk@forsbrookparishcouncil.org.uk)  
Tel – 07919 911938