

Forsbrook

PARISH COUNCIL

www.forsbrookparishcouncil.org.uk

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 18th April 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 18th April 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: March 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) April accounts

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

c) To set the fees for the cemetery for 2022/2023

d) To approve the following policies Financial Regulations, Standing Orders, Training and Development, Financial Risk Assessment, Data Protection, Changing Rooms, Developer Engagement, Cooptions, FOI, Complains, Vexatious, Pensions Discretions, Media, Illegal Encampments, Grants, action plant and publication scheme.

e) To discuss and decide on the appointment of Topiss Associates for the internal audit for 2022/2023

f) To discuss any recommendations received from the annual internal audit of 11.04.2022

g) To approve the annual Governance Statement

h) To approve the annual Accounting Statement

8,, Clerks report.

9, Correspondence

10. Police House project – plans and memorandum of understanding circulated via email to Councillors on 8.04.2022 – to discuss and decide for the Council to sign the documents to proceed to exchange and completion on the purchase of Forsbrook Parish Councils portion.

11. to discuss and decide the Cemetery gate and locking arrangements

Following on from the issues with unwanted cars using the cemetery carpark, the Clerk and Chairman used the powers within standing orders to instigate an emergency repair. MW Gardening Services have offered to lock and unlock the gate on a daily basis for £100 per month.

12. Queens Jubilee plans

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13 To receive a request and decide an action from Crafty Table Ltd for a S137 contribution towards the hire of the village hall for a fundraising event for Ukraine, and to ask a Councillor to run the auction.

14. Litter picking decide on the ongoing contract with Alliance

15. To receive a quote for the new fencing at the recreation ground and decide if to go ahead.

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

SMD/2022/0159 - 5 Elmwood Close Blythe Bridge -Proposed two storey side and single storey rear extensions.

SMD/2022/0177 - 296 Beacon House Uttoxeter Road Blythe Bridge - Proposed bedroom extension over existing kitchen

14, Cemetery: to discuss any issues with the cemetery.

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

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

Dawn Plant

Clerk & RFO to the Council: Dawn Plant, clerk@forsbrookparishcouncil.org.uk
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