

# 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 May 15<sup>th</sup> 2023 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, Reid, Bostock Holmes, Felin, White

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### MAIN AGENDA –

**1, To appoint a Chairman and Vice Chairman**

**2.Apologies:** to receive apologies.

**3, 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.

**4, Register of Interests:** Councillors are reminded of the need to maintain their register of interests.

**5 Minutes:** to consider for accuracy and to approve the minutes of the last meeting: April 2023

**6 Residents issues:** (Suspend standing orders) To hear any issues faced by residents of the Parish

**7, County and District Councillor reports** to include reports from representatives attending outside meetings. to update Council with any relevant information.

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

a) May accounts for approval

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

**9,Clerks report.**

**10.To acknowledge and resolve that the following criteria has now been met and Forsbrook Parish Council can adopt General Power of Competence:-**

*At the precise moment that the council resolves that it meets the criteria, the number of councillors elected at the last ordinary election, or at a subsequent by-election, must equal or exceed two thirds of its total number of councillors.- Seats are 13 and Forsbrook Parish Council has 9 elected members.*

*2. A Qualified Clerk*

*The clerk must hold at least one of the sector-specific qualifications and should have completed the relevant training designed as part of the National Training Strategy for local councils.*

*The recognised sector-specific qualifications are:*

*1. The Certificate in Local Council Administration (CiLCA) awarded by Ascentis*

**11. Welcome to the new term as a Parish Councillor**

**12. Cooption application – To discuss and decide on the application for cooption.**

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

**14. Update on the CCTV**

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

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

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

17a To receive quotes for new bollards at the cemetery and picnic benches for the recreation ground and make a decision.

**18, 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