

# BROCTON PARISH COUNCIL

[www.broctonparishcouncil.gov.uk](http://www.broctonparishcouncil.gov.uk)

29 The Crescent  
Stafford, ST16 1ED  
Tel: 01785 598434

e-mail: [clerk@brocton.staffslc.gov.uk](mailto:clerk@brocton.staffslc.gov.uk)

30 May 2019.

**A meeting of Brocton Parish Council will be held on Wednesday, 5 June 2019 at Brocton Village Hall, Old Acre Lane, Brocton commencing at 7.30pm when members of the public are invited to attend.**

Jill Davies, Clerk

## AGENDA

1. To receive Apologies
2. PUBLIC OPEN SESSION
3. To receive Declarations of Interests
4. To consider written requests for Dispensations under the Localism Act 2011 Minutes.
5. Minutes.
  - a. To approve as a correct record Minutes of the Parish Council Meeting held on 3 April 2019.
  - b. To approve as a correct record Minutes of the Annual Meeting of the Council held on 15 May 2019.
6. Matters to be updated from the Minutes
  - a. 36/19 (2) – A34 Service Road. Chairman to provide update.
  - b. 36/19 (3) – footpaths within village. Chairman to provide update.
  - c. 39/19c – litter pick event. Chairman to provide update.
  - d. 43/19a – Community Connectors. To receive update from Cllr Mrs L Smith.
  - e. 46/19a – Code of Conduct. Councillors to confirm receipt.
7. Planning Matters: to note previous decisions made by the Planning Authority and to consider any new applications if received prior to the meeting.
  - a. 19/30401/HOU – 6 Pool Lane, Brocton. To note previous decision. Ground floor extension, extension to the roof and internal remodelling of the property.
  - b. 19/30574/HOU – High Beech, Walton Lane, Brocton. Single story rear extension and 2<sup>nd</sup> story side extension with porch.
8. Playing Field:
  - a. To receive inspection report
  - b. To receive update from Clerk on rotten cycle rack.
  - c. To discuss and confirm arrangements for annual inspection of play park.
9. Councillor vacancies
  - a. To consider any expressions of interest
  - b. To confirm attendance at New Councillor training course.
10. Clerks report.
  - a. To receive update from Clerk on specific matters and to discuss as required.
11. Repair and installation of marker posts on Pool Lane
  - a. To consider responses received from resident's and agree action
12. Phone kiosk at Village Green
  - a. To discuss condition of phone kiosk following recent clean up.
13. Paperchase
  - a. To discuss number of Paperchase editions throughout the year and whether or not to pursue versions on website
14. Standing items – to receive update/discuss
  - a. Community Based Approach. To receive an update from Cllr Goff on the Application for a Safety Grant to purchase Vehicle Activated Speed Signs for the village.
  - b. Village Hall. To receive update from Chairman. Report on future arrangements to be presented by Chairman and Clerk in due course.
  - c. Cannock Chase. No update at present.

**15. Finance**

- a. To receive update from Clerk regarding arrangements with internal independent auditor.
- b. To approve the annula accounts for the financial year end 31.3.19**
- c. to complete the Annual Governance statement 2018/19.**
- d. to approve the Accounting statement 2018/19**
- e. To approve accounts for payment.
- f. To approve the additional payment for 2019/20 insurance premium, to cover phone kiosks.
- g. To confirm adoption of Financial Regulations.

**16. To receive Correspondence**

- a. Stafford Shakespeare Festival – Merchant of Venice.

**17. To receive Agenda items for next meeting.**

- a. Councillors to provide details of any items to be included on the next Agenda.

**Date of Next Meeting – 3 July 2019**

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