

**BROCTON PARISH COUNCIL**  
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29 August 2019

**A meeting of Brocton Parish Council will be held on Wednesday, 4 September 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 Interest
4. To consider written requests for Dispensations under the Localism Act 2011
5. Minutes.
  - a. To approve as a correct record Minutes of the Parish Council Meeting held on 3 July 2019.
6. Matters to be updated from the Minutes
  - a. 79/19 – bus service, route 74.
  - b. 83/19b – 2018/19 end of year Audit.
  - c. 83/19c – disclosable pecuniary interests form.
  - d. 86/19c – signatories on bank account.
  - e. 87/19b – collaborative gully cleaning.
  - f. 89/19 – village litter pick.
7. Planning Matters: to note previous decisions made by the Planning Authority:
  - a. 19/30946/TWT – Woodlands, Chase Road, Brocton. Application to remove cypress tree
  - b. 19/31048/TWT - Coach House, Old Coach Lane, Brocton. Application for crown reduction of unspecified species of tree.  
Above applications were considered by Parish Councillors during the August break and no objections were raised. Comments regarding the need to remove what appeared to be a healthy tree instead of nearby dead trees were lodged with the Planning Department in respect of application 19/30946/TWT.  
**and to consider any new applications received.**
- c. 19/31061/HOU – 14 Brocton Heights, Brocton. Retrospective planning application for raised, external seating area.
8. Playing Field
  - a. To receive Inspection report.
  - b. To receive Annual Inspection Report and separate Risk Assessment report
  - c. To receive inspection rota arrangements from September 2019 onwards.
  - d. To approve the purchase of basketball nets.
9. SBC 2019 Parish Forum
  - a. To note date, agree attendance and identify any items to be raised.
10. Grass cutting within the village.
  - a. To review the work being carried out by current contractor.
11. Data Protection Policy
  - a. To review the above Policy and amend/update, if required.
12. Clerks Report.
  - a. To receive update from Clerk on specific matters and to discuss as required.
13. Mobile phone coverage within the village.
  - a. To discuss the quality of coverage within the village and identify if there is anything the Parish Council can do about this.
14. Repair and installation of marker posts on Pool Lane
  - a. To receive update from Clerk following enquires made.
15. Refurbishment of village green phone kiosk
  - a. To discuss and agree how refurbishment will be progressed.

**16. Standing items – to receive update/discuss**

- a. **Community Based Approach – VAS signs.** To receive update from Cllr Goff and the Clerk.
- b. **Village Hall.** To receive update from Chairman.
- c. **Cannock Chase** – to receive Cannock Chase AONB Management Plan 2019-2024. To discuss attendance at AONB Annual Conference on 4 October 2019.

**17. Parish Councillor vacancies**

- a. To consider any expressions of interest.

**18. Finance**

- a. To approve accounts for payment.
- b. To note receipt of grant from Safer Roads Partnership.
- c. To consider potential investment opportunity.
- d. To consider the Action Plan, as drafted by the Clerk, following the Internal Audit.
- e. To agree date for Resources Committee meeting.

**19. To receive Correspondence**

- a. To consider applying for a Community Foundation Grant.
- b. Letters from Co-operative Bank – new signatories on Bank Account and details of development changes being made within the banking sector.
- c. To note letter from Stafford Railway Building Society and confirm response.
- d. Email enquiry from Douglas Macmillan Hospice
- e. Letter from SBC regarding review of District and Polling Places 2019.
- f. To consider applying for a Safer Communities CIC award.
- g. To consider village activity for VE Day 75 on 8 May 2020.

**20. Items for the next Agenda**

**Date of next Meeting – 2 October 2019**