

BROCTON PARISH COUNCIL

www.broctonparishcouncil.co.uk

29 The Crescent
Stafford, ST16 1ED

Tel: 01785 598434

e-mail: clerk@brocton.staffslc.gov.uk

1 October 2020

PUBLIC NOTICE

The next meeting of Brocton Parish Council will be held on Wednesday, 7 October 2020 commencing at 7.30 p.m. This meeting will take place via Zoom:

<https://us02web.zoom.us/j/6904131490?pwd=MDBHWGFTbENpM241K3JmcFp4ZkdLUT09>

Meeting ID: 690 413 1490

Passcode: 8QYXgk

Jill Davies, Clerk

AGENDA

1. To receive Apologies

2. PUBLIC OPEN SESSION

3. To receive Declarations of Interest

4. Minutes

a. To approve as a correct record Minutes of the Parish Council Meeting held on 2 September 2020.

5. Matters to be updated from the Minutes

a. **101/20d** – internal auditor has been written to, update regarding mid-year review will follow when arrangements are confirmed.

b. **101/20e** – replacement defibrillator pads have been received and installed.

6. County Councillor and Borough Councillor reports.

a. To receive update and raise following items with Cllr Francis:

- weight restriction through the village
- signage at Old Acre Lane
- speed of traffic on Sawpit Lane
- highway grass cutting – to discuss email issued by David Williams on 24.9.20 – Cabinet Member for Highways & Transport
- surface dressing of road's in village, whilst Cadent are working

b. To receive update and raise following items with Cllr Cooper:

- process to be followed for community events
- Community Awards

7. Publication Scheme

- a. To review and adopt the updated Publication Scheme – sent to Cllrs 9.9.20.

8. Financial Regulations

- a. To review and adopt the updated Financial Regulations – sent to Cllrs 9.9.20.

9. Planning Matters – to consider application received.

- a. **20/33075/HOU – The Pines, Walton Lane, Brocton.** Proposed development described as form bay window to front and 2 No windows to side at ground level.

10. Wildflowers in village

- a. To receive update from Chairman and Clerk and to discuss if this should be progressed within the village and to agree how, Report provided.

11. Parish Online

- a. To discuss trial of Parish Online to determine if purchase to be made, now that trial has finished.

12. Finance – papers to be sent via email

- a. To approve pay award for Clerk, back dated to 1 April 2020.
- b. To approve accounts for payments.
- c. To receive details of expenditure up to 30 September 2020.
- d. To approve bank reconciliation.
- e. To discuss and approve purchase of Poppy Wreaths.

13. Play park

- a. To receive and note inspection report, sent via email.
- b. To discuss latest information relating to work on safety tiles and to decide what action to take.

14. Parish Council website

- a. To discuss Accessibility Regulations. To receive update from Cllr Kenny and agree next steps.
- b. To receive update from Cllr Kenny on the development of a Parish Council FB page.

15. Use of Village Hall

- a. To discuss questionnaire as provided by Village Hall Committee and to agree use of Village Hall for future Parish Council meetings. Details sent to Cllrs, via email on 1.10.20.

16. Parish Forum

- a. To receive update from Cllr Mrs L Smith and Clerk. Report provided.

17. Village matters

- a. To receive update from Cllr Mrs B Smith and to agree actions to be taken regarding downloading of data from speed signs.
- b. To receive update from Chairman and to discuss and agree who will take over responsibility for defibrillator checks.
- c. To receive update from Chairman on Parish Litter Pick held on 27 September 2020.
- d. To discuss how the Parish Council would respond to a local lockdown, if it happened and what support could be put in place for the community. To receive update from Cllr Kenny on the experiences of the FB Community Support group.

18. Christmas 2020

a. To receive update from Cllrs Mrs L Smith, Mrs B Smith, and Clerk and to agree next steps.

19. To receive correspondence

a. **For information** – a review of Public Standards will shortly be carried out by The Independent Committee on Standards in Public Life and our input will be sought in due course.

20. Items for the next Agenda

a. To receive details of items for inclusion from Cllrs.

Date of next Meeting – 4 November 2020

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