

BROCTON PARISH COUNCIL

www.broctonparishcouncil.co.uk

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

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

24 February 2021

The next meeting of Brocton Parish Council will be held on Wednesday, 3 March 2021 commencing at 7.30 pm and you are welcome to attend. This meeting will take place via Zoom, join via the internet by using the link below:

<https://us02web.zoom.us/j/85297425633?pwd=dnY0WDAwR3N4MDhZek5ic2U5OTk0UT09>

Meeting ID: 852 9742 5633

Passcode: 959193

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 on 3 February 2021, held remotely, via zoom.
- 5. Matters to be updated from the Minutes**
 - a. **15/21b** – Staffordshire Police Survey. Parish Council response to be provided for a future survey.
 - b. **143/20a** – Brook Lane, Brocton. SCC have advised that the necessary surface work will be completed before the end of March 2021. Residents have been informed.
- 6. County Councillor and Borough Councillor reports.**
 - a. To receive update from SCC Cllr Francis.
 - b. To receive update from Cllr Cooper.
- 7. Parish Councillor vacancy**
 - a. To discuss interest received and agree co-option, if appropriate.
- 8. Planning Matters**
 - a. To receive Planning Application Validation Criteria Consultation by Stafford Borough Council.
- 9. Making Effective Planning Representations**
 - a. To receive a presentation from Cllr Mrs L Smith following her recent attendance at an SCPA training course.
- 10. Risk Management Assessment**
 - a. To approve and formally adopt the Risk Management Assessment.
- 11. Clerks Report**
 - a. To receive update from Clerk on specific matters and to discuss as required.
- 12. Play park**
 - a. To receive and note inspection report.
 - b. To receive update on moles in the park.
 - c. To review Report for cleaning of safety tiles and agree what action to take.
- 13. Grass cutting arrangements for 2021**
 - a. To discuss and agree arrangements for 2021.
- 14. Spring Litter Pick**
 - a. To discuss and agree arrangements.
- 15. Community Events**
 - a. To finalise arrangements for Easter 2021.
 - b. To identify if any action is needed for Christmas 2021.
- 16. Finance**
 - a. To approve accounts for payments.
 - b. To receive bank reconciliation.

17. To receive correspondence.

- a. Communication from Katharine House Hospice.

18. Items for the next Agenda

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

Date of next Meeting – 7 April 2021