

BRIZLINCOTE PARISH COUNCIL

NOTICE OF MEETING

YOU ARE HEREBY SUMMONED to attend a **MEETING** of the **BRIZLINCOTE PARISH COUNCIL**, which will be held at **Violet Lane Nursery and Infant Foundation School, Violet Way** on Thursday 19th May 2011 at **7.00pm**.

Liz James Clerk of the Council

12th May 2011

AGENDA

PUBLIC SESSION *Members of the Public are welcome to attend Meetings of the Council. Questions may be put to the Council during the Public Session, which this month will take place after the AGM*

Annual General Meeting

1. Election of Chairman
2. Election of Vice Chairman

Election of other posts/responsibilities as appropriate. Consideration to be given to the formation of a personnel committee and youth committee. Current committee members shown below:

Geoffrey Willett	Planning, Finance and Governance, Footpaths and Planting
Bill Warrilow	Planning, Footpaths and Planting, Highways
Michael Ball	Website and Publicity
Arthur Goldstraw	Contracts and Complaints, Planning
Kay Sherratt	Finance and Governance
Jim Muir	Finance and Governance
Ian Webster	Website and Publicity

AGENDA ITEM 1 – Apologies and Welcome to new Council - completion of paperwork for all Councillors in respect of the outcome of the recent election

AGENDA ITEM 2 – Declarations of Interest

Members are invited to declare any interests they may have in any matter identified for discussion at the Meeting.

AGENDA ITEM 3 - Minutes of the previous Council Meeting (21st April 2011)

To approve, as a correct record, the Minutes of the April Parish Council Meeting, held on 21st April 2011 (enclosed) and to consider any matters arising not covered elsewhere on the Agenda.

AGENDA ITEM 4 –NHT Work

To discuss and list works to be put forward for the next Neighbourhood Highways team visit due to take place on 6th July for 3 days.

AGENDA ITEM 5- Hedge and Tree Maintenance Update

To receive a report from the meeting to take place on 17th May 2011 at 10.00am starting at Beaufort Road Open Space with representatives of ESBC to walk around the Parish and identify areas to be looked at.

AGENDA ITEM 6 – Offer to continue to maintain the Parish Website from Graham Lomas

To consider an offer made by Mr Lomas to continue to help with the maintenance of the website with the understanding that he will not make any changes or additions to the site without approval. Mr Lomas has also offered to remain the Parish Council representative on the Violet Lane Governing Body which can be agreed under delegate powers if the Council is in agreement on this matter.

- County and Borough Councillors' reports

To receive the appropriate Councillors' reports.

AGENDA ITEM 7 – Planning Applications and Decisions

1. Planning Applications received for observations

Increase eaves height and construction of pitched roof over existing garage to form first floor storage together with new external steps and formation of new vehicular access, 19 Clay Street, DE15 9BB – currently being reviewed by the Planning Committee

2. Planning Decisions received

AGENDA ITEM 8 – Correspondence

Date	From	Regarding	Action
4 th May 2011	Kim Realff	Next Neighbourhood Forum date 23/5	To be noted
6 th April 2011	Zoe Belcher	ESBC Neighbourhood Warden	To invite her to attend a specific meeting
6 th May 2011	SPCA	Info Pack	To be noted

AGENDA ITEM 9 –

1. Information on Internal Audit arrangements for this year
2. Accounts to be Approved for Payment

Supplier	Goods or Services	Gross	VAT	Net
Liz James	Wages for April and May (as contracted)	1000.00	0.00	1000.00
Liz James	Expenses – as detailed on invoice	102.70	0.00	102.70
Violet Lane School	Room hire for 4 meetings	64.00	0.00	64.00

AGENDA ITEM 10 – Clerk’s and Members reports

To receive the Clerk’s and Members’ reports.

Note:

If any Member has any general questions about the Meeting or the associated agenda papers, or is unable to attend, he/she is asked to contact Liz James, the Clerk of the Council. Telephone 01538 702077, or email barabarani@aol.com Correspondence should be sent to Fox House, Tythe Barn, Alton, Staffordshire, ST10 4AZ

Distribution:

All Members of Brizlincote Parish Council, East Staffordshire Borough Councillors and Staffordshire County Councillor