



# BRIZLINCOTE PARISH COUNCIL NOTICE OF MEETING

**YOU ARE HEREBY SUMMONED** to attend a **Zoom MEETING** of the **BRIZLINCOTE PARISH COUNCIL** on Thursday 21<sup>st</sup> January 2021, commencing, 6pm via the platform zoom, Join Zoom Meeting <https://us02web.zoom.us/j/87897292861?pwd=WTRsVEZFVW5mOXpkTEZMQVdyZTQ1QT09> Meeting ID: 878 9729 2861 Passcode: 246510. During the Covid19 Situation standing orders remain changed.

Locum Clerk of the Council

15 January 2021

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## AGENDA

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### PUBLIC SESSION:

**Members of the public are welcome to attend meetings of the Council. Questions may be put to the Council during this session for 15 minutes.**

#### 1 - Apologies

2 - **Declarations of Interest** – Members are invited to declare any interests they may have in any matter identified for discussion at the meeting.

3 - **Minutes of the previous Council Meeting** - To approve the minutes of the Parish Council Meeting, held on 10<sup>th</sup> December 2020 and Extra ordinary meeting, 13<sup>th</sup> January 2021.

#### 4 – Chairs Report

5 - **Report by the County Councillor, Borough Councillors and Staffordshire Police:** Written summary to be provided, Q&A

#### 6 – Finance

a) Approve payments schedule – Cllr A Cowan

Recipient	Description	Amount
Parish Websites Ltd	Website hosting 2018/20	200.00
Sarah Moss	Stationery	10.50
Staffordshire County Council	Website site hosting 2020/21	556.95
Colin Wileman	Nature walk maintenance	70.00

E L Campion	Stationery	119.40
E L Campion	New laptop for clerk	449.00
K Hyde	Christmas lights competition	31.81
K Lear	Office expenses	10.00
K Lear/B Roe	Payroll	561.26

- b) Appoint internal auditor for 2020-21 – Cllr A Cowan
- c) VAT 126 claim – Mrs K Lear

**7 - Planning applications and matters – Cllr R Page**

**8 - Community engagement**

- a) Welcome pack – Cllr R Page
- b) Christmas Lights Extravaganza/ Facebook. - Cllr K Hyde
- c) Facebook – Cllr. S. Moss

**9 – The Nature Walk**

Signage – Cllr R Ludford-Brooks

**10 – Resident enquiry**

To consider approaching the landowner to establish if they would introduce a handrail on the path adjacent to 67 Doveridge Road – Cllr B Bidgood

**11 – Next newsletter**

To consider adding a regular article in the newsletter ‘Vets’ – Cllr B Marsden

**12 – Grant application**

To consider the grant application received from Stapenhill Bowls Club – Cllr L Campion

**13 - Grants Working Party**

To consider a change of name of the Grants Working Party to Funding Sources Working Party – Cllr L Campion

**14 – Policies/Practices/Procedures**

- a) To consider the proposed amendments to the existing standing orders – Cllr A Cowan
- b) To consider the introduction of parish council email addresses for all parish councillors – Cllr L Campion

**15 - Officer report/correspondence**

**16 - Members’ reports**

**UNDER THE PUBLIC (ADMISSION TO MEETINGS) ACT 1960 IN VIEW OF THE SPECIAL NATURE OF THE BUSINESS ABOUT TO BE TRANSACTED, IT IS ADVISABLE IN THE PUBLIC INTEREST THAT THE PUBLIC BE TEMPORARILY EXCLUDED AND THEY ARE INSTRUCTED TO WITHDRAW**

**17 – Staffing update**