

**MINUTES OF THE MEETING BRIZLINCOTE PARISH COUNCIL THURSDAY 11<sup>TH</sup>  
DECEMBER, 2025 , 6.30 PM AT THE LIGHTFOOT LOUNGE, THE GROVE**

Present: Cllrs L Campion, W Qneibi, S Moss, B Judd, R Page, W Topliss,  
J Fox, A Mason

In attendance: Mrs K Lear (Clerk/RFO)

418/25-26 Apologies for absence

Apologies from Cllr D Needham were noted.

419/25-26 Declaration of interest and dispensations

None submitted

420/25-26 Minutes of the last meeting

It was resolved that the minutes were an actual and factual record. Chair to sign.

421/25-26 Chairs report

There was a brief meeting regarding the Christmas event. There was a thought that a band and childrens choir were needed for Christmas 2026 event should council wish to continue with the event. It was suggested that an informal meeting takes place on a Saturday morning to discuss 2026 event plans.

422/25-26 Financial matters

a) Payments

Recipient	Explanation	Payment (includes VAT)	Power/Method
Payroll	Payroll – December (note: NI payment)	792.59	GPC/EP
A Mason	Travelling expenses, SPCA AGM	19.60	GPC/EP
C Wileman	Maintenance works	100.00	GPC/EP
SCC	Website services	162.99	GPC/EP
K Lear	Room hire, stationery, gift, refreshments	117.55	GPC/EP
Forvis Mazars	External audit	252.00	GPC/EP

Current account: £26990.91  
Savings account: £10047.14  
HSBC account: £21000

- b) Nature Walk interpretation board – It was resolved that an additional budget of £100 be reserved for the board
- c) Budget for financial year 2026-27 – It was resolved that the budget be accepted.
- d) Precept submission to the billing authority for 2026-27 – It was resolved that the precept submission of £24936.60. Clerk requested to submit the request to the billing authority.

423/25-26

Correspondence

- a) Planning applications and matters

P/2024/00554. 28 Doveridge Road, Retention of garden building s a dog grooming business. Permits  
P/2025/00534, 13, Holme Farm Ave, two story side and part two part single rear extension. Permits  
P/2025/01332 – Demolished of conservatory – No concerns.

- b) General correspondence

Correspondence was noted.

424/25-26

Officer report

Hydro brake – Members were concerned about the hydro brake works and what the plans are. Clerk to speak to Borough Cllr Wileman to establish an update on the works.

Clerk advised that the pension automatic enrolment 3 year review had been completed. HSBC Safe guarding review had been completed.

Storage of files. Clerk advised that Stafford archives feel they could store files from Spring. Files are now with clerk and Cllr Moss.

425/25-26

Member reports

CPR event – clerk to email poster to members.

Date of next meeting: 15 January 2026 7pm start

Signed .....

Date: .....