

**MINUTES OF THE MEETING BRIZLINCOTE PARISH COUNCIL, THURSDAY 19<sup>TH</sup>  
FEBRUARY, 2026 , 7.00 PM AT THE LIGHTFOOT LOUNGE, THE GROVE**

Present: Cllrs L Champion (Chair), R Page, W Qneibi, S Moss, A Mason, W Topliss,  
D Needham

In attendance: Mrs K Lear (Clerk/RFO), Borough Cllr B Peters, C Wileman

462/19-2-26 Apologies for absence  
Apologies were noted for Cllr J Fox

463/19-2-26 Declarations of interest and receive written applications for dispensations under  
the Localism Act 2011  
None submitted

464/19-2-26 Third party reports (Brizlincote Parish Matters only)  
Excessive dog fouling has been reported in some locations around the parish.  
ESBC enforcement will be patrolling the parish educating members of the public.

465/19-2-26 Minutes of the meeting  
  
It was resolved that the minutes were an accurate and factual record. Chair to  
sign.

466/19-2-26 Chairs report  
  
The chair confirmed that she had received very positive feedback following the  
CPR training.  
The Chair confirmed the 'zone's which councillors were going to oversee.  
Members confirmed that they would supply w3w for the parish council asset list  
as soon as possible.

467/19-2-26 Events  
  
The Chair gave an overview of what the working groups roles are.  
  
The following working groups membership, up to 3 councillors were appointed:-  
  
i. Volunteer Tea – Cllrs L Champion, R Page (No reserve appointed)  
Proposed detail event plan to be discussed at the March meeting.  
ii. Summer Event – Cllrs A Mason, W Qneibi, S Moss (LCampion/B Judd  
reserve members). Proposed detail event plan to be discussed at the  
March meeting.  
iii. Art Event – Cllrs S Moss, J Fox, D Needham (R Page reserve member).  
Proposed detail event plan to be discussed at the March meeting.  
iv. Christmas event – Cllrs D Needham, R Page, J Fox (L Champion reserve  
member).  
Proposed detail event plant to be discussed at the May meeting.

468/19-2-26 Date, time and format for the Annual Parish Meeting  
  
The annual parish meeting is usually hosted on the same evening as the parish  
council meeting.

6.30 19<sup>th</sup> March 2026 – Annual Parish Meeting - notice to be displayed. Light refreshments for attendees.

7.00 19<sup>th</sup> March 2026 – Full council meeting (agenda to be limited)

469/19-2-26 Community Café Initiative – item deferred

470/19-2-26 Finance

i. Payments

Recipient	Explanation	Payment (includes VAT)	Power/Method
Payroll	Payroll – February (note: NI payment)	792.59	GPC/EP
K Lear	Room hire, stationery, lock	112.10	GPC/EP
C Wileman	Maintenance works, nature walk	100.00	GPC/EP
Martin Killick	First aid awareness session 17.2.26	50.00	GPC/EP
SPCA	Training – Cllr J Fox	48.00	GPC/EP

It was resolved that the payments be processed.

ii. Contractor for parish planting scheme for 2026

It was resolved that the contractor will be appointed.

471/19-2-26 Open spaces update

- i. Beaufort Road Open space – w3w for interpretation boards to be posted on the parish council website. Other improvements were suggested and approved. It was resolved that the order can now be placed. Installation is likely to be planned for the end of March.
- ii. Wildflower meadow – It was resolved that the admin management of the eight memorial trees in the wildflower meadow will be managed by the parish council. The agreement will need to be revisited with ESBC if additional trees are planted. It was noted that a representative from the parish council will discuss the management of the trees.
- iii. Community Orchard – It was resolved that a quotation for cutting back scrub growth as a one off activity would be obtained. It was noted that on an annual basis a group of volunteers may assist with keeping the orchard tidy.
- iv. Introduction of a hand rail. It was resolved that a quotation be obtained for discussion at the next meeting. The parish council agreed that this would be a 'goodwill' gesture and the parish council will not be taking on ownership of the steps and surrounding open space.

472/19-2-26 Policy review

i. Policy document timetable - deferred

- ii. Draft policy documents. It was noted that councillors will review each policy and submit comments to the clerk.

Cllr J Fox, W Qneibi, S Moss, R Page and B Judd all require paper copies at the next meeting.

473/19-2-26 Planning applications and planning matters

Planning applications

P/2026/00120 – 10 Malvern Avenue, Erection of a single storey rear extension with roof lantern. No comments

P/2026/01236 – 22 Brizlincote Street, Erection of a single storey front and side extension, erection of a first floor side and rear extension, conversion of garage to form additional living space and alterations to fenestration. No comments

Planning applications permitted –

P/2026/00010 – Discharge of condition number 3 of planning application

P/2020/01223 relating to the erection of a two storey front and two storey rear extensions and siting of two storage containers.

P/2025/01232 – 9 Dalton Avenue – Conversion of existing attached garage to form additional living accommodation including associated external alterations and erection of a single storey rear extension.

P/2026/00010 – Rider House approve from P/202/01223

474/19-2-26 Officer report

It was noted that the parish council will submit a response to the local government reorganisation in Staffordshire. Members to submit their responses to the clerk so that a response can be submitted on behalf of the council.

Members asked the clerk to establish the point of contact at ESBC for the reorganisation update. Clerk to establish if there is going to be another parish forum meeting.

ESBC asset list to be circulated to all members.

Newsletter publication. Members agreed that the newsletters will be posted in shops and locations within the parish. The next newsletter will be published in May. Articles to be with the clerk by mid April.

475/19-2-26 Member reports

Grit bins – there was a suggestion that other grit bins are explored for other locations in the parish.

Hydro brake – Members asked the clerk to contact County Cllr C Wileman for assistance with bringing forward the works. A leak not related to the hydro brake was also noted.

Date of next meeting:

Full Council Meeting: 19<sup>th</sup> March 2026, 7.00 pm The Grove

Annual parish meeting: 19<sup>th</sup> March 2026, 6.30 pm The Grove

Signed: .....

Date: .....