

**BELBROUGHTON and FAIRFIELD PARISH COUNCIL**  
**(BROMSGROVE DISTRICT)**

**John Farrell**  
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Dear Parish Councillor,

28<sup>th</sup> April 2020

You are summoned to attend the Annual Meeting of the Council to be held on **Monday 4th May 2020** via a 'Tele Conference' link starting at **7.00 p.m.**  
<https://us02web.zoom.us/j/82155786563?pwd=U2xtemJZN1p2VGdKS2hXRndrVHY5dz09>

Meeting ID: 821 5578 6563  
Password: 026509

An agenda is set out below.

Yours sincerely

*John Farrell*

**AGENDA**

**1. Election of Chairman and Chairman's Declaration of Acceptance of Office.**

**2. Election of Vice Chairman and Declaration of Acceptance of Office.**

**3. Apologies:** – Council to receive apologies and approve the reason for absence.

Meeting to adjourn for an 'Open Surgery' for up to 15 minutes to enable residents to discuss any issues with their councillors and identify matters of concern relating to the agenda.

**4. Re-Open the meeting - Members Declarations of Interest:**

To declare any Disclosable Pecuniary Interests (DPI) in items on the agenda and their nature (a DPI relates to anything on the member's entry in the Member's Register of Interests).

To declare any Other Disclosable Interests (ODI) in items on the agenda and their nature. Councillors who have declared a DPI or ODI must leave the room for the relevant item unless granted a dispensation on specific grounds to stay/speak/vote; the request for a dispensation must be put in writing to the clerk in advance of the meeting.

**5. Dispensations:**

To consider any request for dispensation from a member who may have a DPI or ODI to allow them to stay/speak/vote in the meeting during consideration of the item.

**6. Minutes.** Consider for approval the minutes of the meeting held 6th April 2020.

## **7. Reports - for information:**

- Planning Committee meeting on 20<sup>th</sup> April 2020.
- Finance Committee meeting on 20<sup>th</sup> April 2020.
- Clerks report on items not otherwise on the agenda.
- County and District Councillors

## **8. Meetings 2020:**

To consider the meetings' schedules for the remainder of 2020.

## **9. Parish Council Governance:**

a. To review and consider adoption for the council year of the Parish Council's:- Standing Orders, Scheme of Delegation, Code of Conduct, Financial Regulations, Complaints Procedures, Freedom of Information Policy, Press and Media Policy, Filming and Recording Procedures, Data Protection Policy (G.D.P.R.), Equality-Diversity Policy, Health & Safety Policy, Publications Scheme and Death of National Figure Procedures.

b. To note the Parish Council Asset Register, Insurance Policy, Risk Statement and Risk Appendix and to agree any actions required.

## **10. Membership of Committees, Working Groups and, appointment of members to outside bodies:**

- a. To agree membership of the Finance, Planning and Agricultural Holdings Committees.
- b. To agree membership of the 'Working Groups'.
- c. To nominate representatives to outside bodies.

## **11. Traffic and Maintenance issues – Fairfield:**

To review actions taken by the County Council following the Mid-January meeting with W.C.C. Highways and C.Cllr. Webb and to consider any additional issues to raise with the County Council.

## **12. Grants:**

To consider extending the expiry date for the Capital and Minor Grant applications.

## **13. Belbroughton Sign:**

To consider funding replacement posts for the 'Village Sign' located at 81 High St. Belbroughton.

## **14. Councillors' Items:**

Parish Councillors to report other items of information and to raise any items for a future agenda