

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

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To Members of Belbroughton and Fairfield Parish Council

Notice is hereby given that the next meeting of the Parish Council will be held on Monday 3rd October 2022, 7.00pm at Fairfield First School

All members of the Council are hereby summoned to attend for the purpose of considering and resolving upon the business to be transacted at the meeting. The meeting is open to the press and members of the public to put questions or raise concerns regarding matters on this agenda or for future consideration. There is no expectation on the council to respond to any comments made at this time.

Under the Openness of Local Government Bodies Regulations 2014, any members of the public are allowed to take photographs, film and audio record the proceedings and report on all public meetings (including on social media). No prior notification is needed but it would be helpful to let the Clerk know of any plans to film or record so that any necessary arrangements can be made to provide reasonable facilities to report on meetings. This permission does not extend to private meetings or parts of meetings which are not open to the public. All recordings and photograph equipment should be taken away if a public meeting moves into a session which is not open to the public.

If you are recording the meeting, you are asked to act in a reasonable manner and not disrupt the conduct of meetings for example by using intrusive lighting, flash photograph or asking people to repeat statements for the benefit of the recording. You may not make oral commentary during the meeting. The Chairman has the power to control public recording and/or reporting so it does not disrupt the meeting. Recording must be clearly visible to anyone at the meeting. Please see our policy on Recording at Meetings available on our website for further details.

Please note that members of public exercising their right to speak during Public Question Time may be recorded.

BUSINESS OF THE AGENDA

1. APOLOGIES

Council to receive apologies and to approve the reason for absence

The meeting will be adjourned for Public Question Time

The time allocated is at the discretion of the Chairman. Residents are invited to give their views and question the Parish Council on issues on this Agenda, or raise issues for future consideration, at the discretion of the Chairman. Members of the public may not take part in the Parish Council meeting itself. This period is not part of the formal meeting and will not form part of the minutes.

2. CO-OPTION OF COUNCILLOR

To discuss/**RESOLVE** to co-opt councillor for Belbroughton Ward (**Attached**)

3. DECLARATIONS OF INTERESTS

- 3.1 Register of Interests – Councillors are reminded of the need to update their Register of Interests.
- 3.2 To declare any Disclosable Pecuniary Interests in items on the agenda and their nature.
- 3.3 To declare any Other Disclosable Interests in items on the agenda and their nature
Councillors who have declared a Disclosable Pecuniary Interest, or an Other Disclosable Interest which falls within the terms of Paragraph 12(4) (b) of the Code of Conduct, must leave the room for the relevant items.
Failure to register or declare a Disclosable Pecuniary Interest may result in the commission of a criminal offence.

4. DISPENSATIONS

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

5. MINUTES OF THE PREVIOUS MEETING

- 5.1 To approve the Minutes of meeting held on 5th September 2022 **(Attached)**

6. REPORT – FOR INFORMATION ONLY

- 6.1 To receive Chairman's Report
- 6.2 To receive Planning Committee Report – to receive update
- 6.3 To receive Finance Committee Report – to receive update

7. PKF LITTLEJOHN LIMITED ASSURANCE REVIEW

- 7.1 To confirm completion of PFK Littlejohn Limited Assurance Review for year ended 31st March 2022 has been completed and Notice of Conclusion of Audit has been prepared and displayed on website

8. TO APPROVE THE RECOMMENDATIONS OF THE FINANCE COMMITTEE

- 8.1 To agree payments made in September
- 8.2 To approve the purchase of a replacement bin for Fairfield Recreation Ground at a cost of approx. £250.00

9. DISTRICT COUNCILLOR'S

- 9.1 To receive report of District Councillor's – Cllr. May and Cllr. Sherrey

10. COUNTY COUNCILLOR'S

- 10.1 To receive report of County Councillor's – Cllr. May and Cllr Webb

11. TO RECEIVE CLERK'S REPORT AND URGENT DECISIONS

- 11.1 To receive Clerk's Outstanding Actions List and provide update **(Attached)**
- 11.2 Reports for parish magazine – to agree article
- 11.3 **Remembrance Sunday 13th November 2022** – to agree council representatives to lay the wreaths

12. HIGHWAYS/MAINTENANCE

- 12.1 To receive update on Parking in Fairfield Working Party/Speeding Traffic
- 12.2 To receive update on outstanding maintenance issues and agree to set up a Working Party
- 12.3 To agree locations for two Platinum Jubilee oak trees
- 12.4 To agree purchase of three replacement birch trees for Belbroughton Village Green

13. **PARISH COUNCIL OPEN LAND**
13.2 To discuss/**RESOLVE** to agree banning BBQs on parish owned open land (**Cllr. Mabbett**).
14. **WEBSITE**
14.1 To receive update (**Cllr. Carter**)
15. **TO RECEIVE REPORT OF PARISH COUNCILLORS**
Each councillor is requested to use this opportunity to report minor matters of information not included elsewhere on the agenda and to raise item for future agendas. Councillors are respectfully reminded that this is not an opportunity for debate or decision making.
16. **RECRUITMENT OF NEW CLERK AND RFO**
16.1 To receive update on recruitment of new Clerk and Responsible Financial Officer
17. **DATE OF NEXT MEETING – 7th November 2022, 7.00pm, to be held at Fairfield First School**
18. To discuss/**RESOLVE** to agree that in accordance with the Public Bodies (Admission to Meetings) Act 1960, the Press and Public be excluded from the meeting for the duration of the following item on the basis that the information disclosed will be prejudicial to the public interest by reason of the confidential nature of the business transacted: -
- 18.1 **FAIRFIELD VILLA LEASE NEGOTIATIONS**
To receive update



Signed.....
Ruth Mullett, Acting Clerk to the Council
28th September 2022