

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

**John Farrell**  
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**Dear Parish Councillor,**

27<sup>th</sup> September 2019

You are summoned to attend the Meeting of the Council to be held on Monday 7<sup>th</sup> October 2019 in **The Fairfield First School** starting at **7.30 p.m.** An agenda is set out below.

Yours sincerely

*John Farrell*

**AGENDA**

**1. Apologies:** Council to receive members' 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.**

**2. 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.

**3. 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.

**4. Minutes**

To consider for approval the minutes of the meeting held 2<sup>nd</sup> September 2019.

**5. Reports - for information:**

- Council Chairman's Report.
- Planning Committee meeting 16<sup>th</sup> September 2019.
- Finance Committee meeting 16<sup>th</sup> September 2019.
- Clerks report on items not otherwise on the agenda.
- County and District Councillors.

## **6. Co-option – Fairfield Ward**

To consider applications for the vacant member positions on the Parish Council.

## **7. Committees**

To consider the membership of the Parish Council committees.

## **8 Remembrance 10<sup>th</sup> November 2019**

To appoint members to lay wreaths at the Remembrance services.

## **9. Annual Governance & Accountability Return**

**a.** To note the report dated 31<sup>st</sup> August 2019 from the external auditor and action any requirements.

**b.** To confirm that the Council has in place the necessary Risk Assessment processes and carries adequate insurance cover for identifiable risks.

**c.** To appoint the internal auditor for review of the Council's internal controls for the financial year 2019/20.

## **10. Traffic Order: 2019-113: Church Road, Belbroughton - proposed Prohibition of Waiting At Any Time and No Stopping 8am-4.30pm**

To consider a response to the County Council consultation on proposed changes to parking on Church Road, Belbroughton.

## **11. Lighting - Belbroughton**

To consider installing footway lighting on the footpath from the Recreation Centre to the Primary School (commonly known as the 'Sluice').

## **12. Waste Bin**

To consider the purchase and installation of a 'dog waste' bin in Middle Road, Wildmoor.

## **13. The Green, Belbroughton – Improvements.**

**a.** To note an updating report from the 'Working Group'.

**b.** To consider next actions on the site following the completion of the adjacent Developer's drainage works.

## **14. Communication**

**a.** To review communication processes and approve amendments where necessary.

**b.** To consider operating a Parish Council 'Facebook' page.

## **15. Parish Contractors**

**a.** To review the work schedules for the parish gardeners and the Lengthsman.

**b.** To approve future works to improve the upkeep of the parish area.

**c.** To approve fresh monitoring procedures for contractors' activities.

## **16. Open Spaces**

To consider works on Sylvester's Corner and Drayton Road Belbroughton.

## **17. Councillors' Items**

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