

BELBROUGHTON and FAIRFIELD PARISH COUNCIL
(BROMSGROVE DISTRICT)

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Dear Parish Councillor,

29th April 2021

You are summoned to attend the Annual Meeting of the Council to be held on **Tuesday 4th May 2021 via Video Conference link starting at 7.30 p.m.**

<https://us02web.zoom.us/j/81162636085> Meeting ID: 811 6263 6085

(Audio only Dial: 0203 481 5237 enter Meeting ID: 811 6263 6085)

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 12th April 2021.

7. Reports - for information:

- Planning Committee meeting on 26th April 2021.
- Finance Committee meeting 26th April 2021.
- Clerks report on items not otherwise on the agenda.
- District Councillors

8. Meetings 2021:

To consider the meetings schedule and venues for the remainder of 2021.

9. Parish Council Governance

To review and consider adoption for the council year 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, and Data Protection Policy (G.D.P.R.), Equality-Diversity Policy, Health & Safety Policy, Publications Scheme, Death of National Figure Procedures.

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. New clerk

To note a report from the Staffing Working Group regarding the appointment of the new clerk.

12. Fairfield Recreation Ground

- a. To consider implementing the drainage improvement works.
- b. To consider the upgrading the three benches at the memorial garden.

13. Fairfield Traffic calming

To note progress on outstanding matters with both C.Cllr. Shirley Webb and the W.C.C. Highways Dept. and to consider further actions.

14. Footpath Warden

To note the County Council criteria for this volunteer role and consider actions to prepare for the retirement of the current warden and recruitment of a replacement.

15. Neighbourhood Plan

To further consider the setting up of a Neighbourhood Plan.

16. The Deli, Belbroughton

(Due to the commercial sensitivity of this item the public and press will be excluded)

To consider a request from the tenant for an extension to the length of the lease.

17. Councillors' Items

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