

## **BRIZLINCOTE PARISH COUNCIL**

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### NOTICE OF MEETING

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**YOU ARE HEREBY SUMMONED** to attend a **MEETING** of the **BRIZLINCOTE PARISH COUNCIL**, which will be held at **Violet Way Academy** on Thursday 20<sup>th</sup> June 2013 at **7.00pm**.

Liz James Clerk of the Council

13<sup>th</sup> June 2013

### **AGENDA**

***PUBLIC SESSION Members of the Public are welcome to attend Meetings of the Council. Questions may be put to the Council during the Public Session, from 7.00pm to 7.15pm. During this section, reports from County and Borough Councillors' reports will also be received.***

***This month, Steven Peach of Paulet High School has been invited to attend the meeting to discuss the potential of a Youth Council as this falls under his new role at the school.***

#### **AGENDA ITEM 1 – Apologies**

#### **AGENDA ITEM 2 – Declarations of Interest**

Members are invited to declare any interests they may have in any matter identified for discussion at the Meeting. New Declarations of Interest forms to be completed by Councillors as requested by ESBC.

#### **AGENDA ITEM 3 - Minutes of the previous Council Meeting (16<sup>th</sup> May 2013)**

To approve, as a correct record, the Minutes of the May Parish Council Meeting, held on 16<sup>th</sup> May 2013 (enclosed) and to consider any matters arising not covered elsewhere on the Agenda.

#### **AGENDA ITEM 4 – Parish Signage**

To discuss design options and receive an update on timings and costings for the project.

#### **AGENDA ITEM 5 – Litter picking**

To receive a report from Councillor Cowan regarding a Community Litter Pick.

#### **AGENDA ITEM 6 - Planning Applications and Decisions**

#### **P/2013/00667 11 Holme Farm Avenue Stapenhill Burton Upon Trent Staffordshire DE15 9EG**

Erection of a first floor side extension and construction of pitched roof over existing flat roofed front

extension (Non-Material Amendment - enlargement of first floor side window – **Documentation with Planning committee**

**AGENDA ITEM 7 – Correspondence**

Date	From	Regarding	Action
30/5	Claire Shaw	Parking and school transport issues in the parish	To be read to the meeting
4/6	Trudi Joyce	Update on work in Parish	To be noted
7/6	Andy Burton	Queries re road surface and grit bins	To be discussed

**AGENDA ITEM 8 – Finance**

- 1. Internal Audit report to be received and Audit Commission paperwork to be reviewed and completed**
- 2. Accounts to be Approved for Payment**

Supplier	Goods or Services	Gross	VAT	Net
Liz James	Wages and Expenses for May (approved May)	490.86	0.00	490.86
Liz James	Wages and Expenses for June	514.46	0.00	514.46
Violet Way Aca.	Meeting Venue charges (approved May)	160.00	0.00	160.00
Reflex Print	Newsletter printing	415.00	0.00	415.00
HMRC	Paye for Clerk's wages (first quarter)	206.60	0.00	206.60

**AGENDA ITEM 9 – Clerk's and Members reports**

To receive the Clerk's and Members' reports.

Note:

If any Member has any general questions about the Meeting or the associated agenda papers, or is unable to attend, he/she is asked to contact Liz James, the Clerk of the Council. Telephone 01538 702077, or email [barabarani@aol.com](mailto:barabarani@aol.com) Correspondence should be sent to Fox House, Tythe Barn, Alton, Staffordshire, ST10 4AZ

**Distribution:** All Members of Brizlincote Parish Council, East Staffordshire Borough Councillors and Staffordshire County Councillor