

NOTICE OF A MEETING



Fradley Parish Council

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To All Members of the Parish Council

You are hereby invited to attend the Fradley Parish Council Meeting to be held at **Fradley Village Hall on 30 November 2023, commencing at 7.15pm**, the following business will be transacted. Any Councillor unable to attend should forward their apologies to the Parish Clerk.

Claire Crompton

Claire Crompton, Clerk/RFO to Fradley Parish Council

PARISH COUNCIL MEMBERS

Cllr Mike Ashcroft
Cllr Mani Dhillon
Cllr Tracey Ham
1 current vacancy

Cllr Phil Beswick
Cllr Matt Evans
Cllr David Leytham

Cllr Glen Bown
Cllr Stuart Gilmour
Cllr George Petrou

RECORDING PARISH COUNCIL MEETINGS

Under the Openness of Local Government bodies regulations 2014, members of the public may film, photograph and make audio recordings of the proceedings of the formal Council meeting. Recording activity should be respectful to the conduct of the meeting and behaviour that disrupts the meeting (such as oral commentary) will not be permitted.

PUBLIC PARTICIPATION

- Notice is given that at the time agreed by the meeting, 15 minutes will be set aside for members of the public to make representation on any item on the agenda only.
- Any member of the public shall not speak for more than three minutes, this is strict and will be timed at the meeting. This is to allow the Parish Council to get through the business to be transacted at the meeting in a timely manner.
- A question asked by a member of the public during Public Participation shall not require a response or debate during the meeting though the Chair may direct that a written response will be provided subsequent to the meeting.

PUBLIC BODIES (ADMISSION OF MEETINGS ACT) 1960

Meetings shall be open to the public unless their presence is prejudicial to the public interest by reason of the confidential nature of the business to be transacted, or for any other special reason. The public's exclusion from part or all of a meeting shall be by resolution of the Council, which shall give reasons for the public's exclusion in accordance with the Public Bodies (Admission to Meetings Act) 1960

AGENDA

23/33 – Apologies for Absence. Local Govt Act 1972 s85 (1) – (1 min)

- a. To receive and approve apologies for absence from Councillors.

23/34 - Declarations of Members' Interests. – (1 min)

- a. To receive declarations of disclosable pecuniary interests and personal and prejudicial interests from members to be considered at the meeting in accordance with the **Localism Act 2011 (section 30 to 33)**. Officers are required to make a formal declaration about council contracts where the employee has a financial interest in accordance with **Local Govt Act 1972 s117**.
- b. To receive, consider and record Councillors requests for a disclosable pecuniary interest dispensation (**section 31 Localism Act 2011**) in connection with items on the agenda. Applications for this must be made in writing to the Clerk prior to the meeting.
- c. Register of Interests: Councillors are reminded of the need to keep updated their Register of Members Interests Forms as required . **Chapter 7 of the Localism Act 2011 and the Councils Code of Conduct**

Note: Members must generally declare a disclosable pecuniary interest which they have in any item on the agenda. A member with a disclosable pecuniary interest may not participate in any discussion of the matter at the meeting and must not participate in any vote taken on the matter at the meeting. In addition, the Council's Standing Orders require a member with a disclosable pecuniary interest to leave the room where the meeting is held while any discussion or voting takes place.

23/35 – Co-option of Councillors **Local Govt Act 1972 s87(2) and the completion of their Declarations of Acceptance of Office and Register of Members Interest Forms **Local Government Act 1972 s 83 (4)** – (15-30 mins)**

23/36 –Adjournment for Public Speaking. **Public Bodies (admission to meetings) Act 1960 s1 extended by the LG Act 1972 s100 – (20 mins)**

- a. To adjourn the meeting for 20 minutes to allow members of the public, 3 minutes each, to make representation on the business on the agenda
- b. No resolutions can be made under public speaking.
- c. Members declaring a prejudicial interest who wish to make representation or give evidence under the Code of Conduct relating to Agenda items shall do so at this stage.

23/37 – Variation to the Order of Business – (1 min)

23/38 – To confirm the minutes of the Fradley Parish Council meeting held on 9th November 2023 – (1 min)

23/39 – To consider the draft budget 2024/2025 (30 mins)

23/40 – To consider the setting of the precept 2024/2025 (2 mins)

23/41 – Working Groups and External Representative Reports

- a. **Projects Group (20.11.23)**
- b. **Environment Group (28.11.23)**
- c. **Engagement Group**
- d. **Representatives: CEMEX, HS2, Alrewas Charities**

23/42 – To consider amending standing orders section 3h to accommodate fuller reports from District and County Councillors and remove reference to written reports.

Existing:-

- a. District and County Councillors shall not speak for more than three minutes each and should provide the Parish Clerk with a written report or list of headings for items dealt with prior to the meeting via email.

Proposed:-

- b. District and County Councillors shall be allocated an additional 2 minutes during public speaking so that the total time for them to make their reports is 5 minutes.

23/43 – Finance – (8mins)

- a. **To ratify the following payments which required payment in line with the Financial Regulations, current Budgets and Delegated Authorities.**

| PAYEE | DESCRIPTION | AMOUNT | POWER |
|----------------------------------|-----------------------------|---------|---------------------------|
| November 2023 | | | |
| SJL Landscapes | Ground Maintenance Contract | 1720.31 | Open Space Act 1906 s9,10 |
| D Beaumont | Handyman Contract | 280.35 | Open Space Act 1906 s9,10 |
| Fradley Village Hall | Room Hire | 51.00 | LGA 1972 s111 |
| Salaries, TAX,NIC | | 3824.55 | LGA 1972 s112 - 119 |
| Streethay Parish Council | September Payments | 1352.05 | LGA 1972 s111 |
| SPCA | Clerk Training | 48.00 | LGA 1972 s111 |
| Infrastructure Planning & Design | Professional Fees | 1092.00 | LGA 1972 s111 |
| Scribe | Accounting Software | 673.92 | LGA 1972 s111 |
| Claire Crompton | Lamp post Poppies | 80.00 | Section 137 |
| Unity Trust Bank (DD) | Service Charge | | LGA 1972 s111 |
| Focus Group (DD) | Telephone Line | 16.33 | LGA 1972 s111 |

- b. **To consider the unaudited accounts from 01.04.2023 to 31.10.2023, including all supporting documents provided by the Clerk**

31.10.2023

| | |
|----------------------|-------------------|
| Current Account | 310,084.20 |
| Unpresented Payments | <u>0.00</u> |
| TOTAL | 310,084.20 |

23/44 – Planning Matters– (5 mins)

N.B - [Town and Country Planning Act 1990, Sched. 1, para.8](#) - Right to be notified of planning applications if right has been requested. The Parish Council is a non-statutory consultee within the planning process.

- a. **Receive and consider report from the Planning Advisory Group**
- b. **To determine any additional action required on the planning application information, from information circulated via email by officers in advance of the meeting.**
- c. Any planning application received after publication of this agenda will be advised at the meeting.

| Application No. | Location | Proposal | Comments by |
|-----------------|--|---|--|
| 23/00526/HST | Land East Of Streethay Farm, Lichfield, Staffordshire, | Amendment to Schedule 17 Application : Construction of South Staffordshire Line Overbridge, A38 Rykneld Street Overbridge, A38 Southbound Slip Road Overbridge, Streethay Retaining Structure and associated engineering earthworks and associated fencing and safety barriers, access tracks and cutting | Rec 13.11.23 Com by 13.12.23 Advised No comment by Cllr DL on 22.11.23 |
| 23/01236/FUL | Fradley 437, Halifax Avenue, Fradley, Lichfield | Relocation of 2 no air handling units, erection of 5 no air handling units, water tank/harvester, booster sets and associated works | Rec 13.11.23 Com by 04.12.23 Advised No comment by Cllr DL on 22.11.23 |

- d. **To note the outcome of the following planning applications for which the Council has made full comment : None this period.**

23/45 – Clerk Reports – (15 mins)

- Update on Curborough Brooks planning proposal
- A request has been received from a member of the Fradley Neighbourhood Plan Group to consider the future of the group and the Council's approach to this issue.
- The handyman has advised that the fence by the FYCC has partially come down, he has tried to repair this for the interim period however the Parish Council need to consider if the fence is to be properly repaired or removed.
- To consider publishing an easy to read précis of the minutes of full council meetings for publication on village notice boards.
- A complaint has been received in relation to the wild flowers, planted by Beavers Group at Watersmeet, that were cut back by our contractors. The PC to consider a proper maintenance plan to cover the bio diversity of the area.

23/46 – Risk Assessment/Annual Play Inspection – (10 mins)

- To consider the play inspection report and consider implementing any recommendations.

23/47 – Identify how Fradley Parish Council has made Fradley a better place to live since the last full meeting?

23/48 - Date and time of the next Parish Council Meetings to be confirmed as 21 December 2023 at Fradley Village Hall commencing at 7pm – (1 min)

23/49- To consider a resolution under the Public Bodies (Admission to Meetings Act 1960) to exclude members of the Public. – (10 mins)

- To consider Budget 2024/2025 Lines 1, 3 and 6 in relation to salary (GDPR)
- To note the NJC pay scale 2023/2024 agreement to be back dated to 1st April 2023 for the current clerk through payroll at £1 per hour increase.
- To note the NJC pay scale 2023/2024 agreement to be back dated to 1st April 2023 for the former clerk through invoice provided at £1 per hour increase. Former clerk has agreed to deal with her own tax liability via annual return.