

NOTICE OF A MEETING



Fradley Parish Council

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To All Members of the Parish Council

You are hereby summoned to attend Fradley Parish Council Meeting to be held at [Fradley Village Hall on 15 May 2025, commencing at 7.00pm](#), the following business will be transacted. Any Councillor unable to attend should forward their apologies to the Parish Clerk.

C v Crompton

Claire Crompton, Clerk/RFO to Fradley Parish Council

PARISH COUNCIL MEMBERS

Cllr Mike Ashcroft
+ Vacancies

Cllr Phil Beswick

Cllr Stuart Gilmour

Cllr David Leytham

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, 20 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, unless they are elected members of a local authority in which case they will be allowed an additional two 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

25/01 – Election of Chairperson for 2025/2026 (Local Govt Act 1972, S15(2)) and the completion of the Declaration of Acceptance of Office (Local Govt Act 1972, S83(4)). – (3 mins)

25/02 – Election of Vice Chairperson for 2025/2026 (Local Govt Act 1972, S15(2)) and the completion of the Declaration of Acceptance of Office (Local Govt Act 1972, S83(4)). – (3 mins)

25/03 – 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.

25/04 – Apologies for Absence. Local Govt Act 1972 s85 (1) – (1 min)

- a. To receive apologies for absence from Councillors.

25/05 – 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) – (5 mins)

25/06 – Adjournment for Public Speaking. Public Bodies (admission to meetings) Act 1960 s1 extended by the LG Act 1972 s100 – (20 mins)

- To adjourn the meeting for 20 minutes to allow members of the public, 3 minutes each, unless they are elected members of a local authority in which case they will be allowed an additional two minutes to make representation on the business on the agenda.
- No resolutions can be made under public speaking.
- 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.
 - a. Public Speaking
 - b. District and County Ward Members Reports
 - c. Police Representative Reports

25/07 – Variation to the Order of Business. – (1 min)

25/08 –To confirm the minutes of the Fradley Parish Council Meeting held on 10th April 2025. – (1 min)

25/09 – Councillor Membership of Outside Bodies – (3 mins)

To consider, nominate and approve membership of the Outside Bodies:

- a. **Alrewas Charities**
- b. **CEMEX**
- c. **HS2**

25/10 – Consider and adopt the following Parish Council Policies and Procedures for 2025/2026 – (5 mins)

- a. [Code of Conduct](#)
- b. [Financial Regulations](#)
- c. [Scheme of Delegation to the Clerk](#)
- d. [Standing Orders](#)

25/11 – Consider and approve the amended asset register – (3 mins)

25/12 – 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.

Receive and consider report from the Planning Advisory Group:

- a. **To determine any additional action required on the planning application information, from information circulated via email by officers in advance of the meeting.**

Application No.	Location	Proposal	Comments by
25/00420/LBC	Fradley Arms , Rykneld Street, Lichfield, Staffordshire	Works to listed building to enable the installation of additional windows and doors with resurfacing of existing driveway and extending link to rear car park with additional car park spaces and associated works	Application Rec: 09.04.25 Comment by: 02.05.25 Ext until: No reply
25/00448/FUL	Fradley Arms , Rykneld Street, Lichfield, Staffordshire	Installation of additional windows and doors with resurfacing of existing driveway and extending link to rear car park with additional car park spaces	Application Rec: 09.04.25 Comment by: 02.05.25 Ext until: No reply
25/00435/COU	Sandyhill Farm , Fradley Junction, Alrewas, Burton Upon Trent	Change of use of existing outbuilding into holiday let accommodation (2 units) with parking and private amenity space	Application Rec: 07.05.25 Comment by: 28.05.25

To note the outcome of the following planning applications for which the Council has been consulted on:
[None this period.](#)

25/13 – Finance – (5mins)

- a. **To consider the following payments, any payments required after publication of the agenda will be advised at the meeting.**

PAYEE	DESCRIPTION	AMOUNT	POWER
May 2025			
Ebay (paid by card)	Bunting Tree Ceremony	27.95	LGA 1972 s111
The Sign Maker (paid by card)	Commemorative Plaque	347.30	LGA 1972 s111
Focus Group (DD)	Telephone Line	25.76	LGA 1972 s111
Unity Trust	Service Charge	7.35	LGA 1972 s111
Salaries, TAX,NIC	May Payment	3610.06	LGA 1972 s112 - 119
Claire Crompton	Expenses	11.99	LGA 1972 s111
JR Landscaping	Ground Maintenance Contract	7882.96	Open Space Act 1906 s9,10
D Beaumont	Handyman Contract	558.99	Open Space Act 1906 s9,10
Fradley Village Hall	Room Hire	44.62	LGA 1972 s111
Pebbles Design Agency	Newsletter	935.00	LGA 1972 s111

Pretty Little Parlour	Farewell Gift for County Councillor (20 years' service)	75.00	Chairs Allowance
Vision ICT	Email/Website	24.00	LGA 1972 s111
SPCA	Subscription	601.90	LGA 1972 s111
Newton Flags	Union Jack Flag	30.60	LGA 1972 s111
Croxden Catering	Catering for Commemorative Tree Ceremony	190.00	LGA 1972 s145
Parish Online	Mapping Software	96.00	LGA 1972 s111
Zurich	Insurance	1692.63	LGA 1972 s111
Origin Amenity Solutions	Wildflower Garden Seeds	392.40	Open Space Act 1906 s9,10

b. To note the following income:

PAYEE	DESCRIPTION	AMOUNT
Lichfield District Council	S106 Income	15,454.73
Lichfield District Council	Precept 2025/2026	130,734.00

c. To consider the unaudited accounts from 1.04.2024 to 30.04.2025, including all supporting documents provided by the Clerk.

30.04.2025

Current Account	£374,419.14
Unpresented Payments	<u>0.00</u>
TOTAL	£374,419.14

25/14 – To receive a report from the working group and to discuss their recommendations. This is to include Community Grant applications received this month – (10 mins)

25/15 – Clerk Reports – (10 mins)

a. Parish Council Diary Dates:

Cemex Liaison Meeting: 19th May 2025, venue tbc.

SPCA Online Brief of Local Reorganisation in Staffordshire. 20th May, 1pm, on Teams.

Police Pop Up event: 3rd June 2025, The Stirling Centre.

SLCC Branch Meeting: 17th June 2025, The White Room, SCC.

- To note the updated proposal for the Worthington Road Play Park has been received and distributed.
- To note the Clerk has contacted the company to investigate the cost of Christmas lights and has arranged a date to meet and discuss suggestions.
- To note the newsletter has been printed and deliveries have already commenced.
- To note the Commemorative Tree Ceremony took place on 2nd May and was very well attended and the Clerk has subsequently issued formal letters of thanks to all individuals and organisations who contributed to the success of the event.
- To note the commemorative plaque has been damaged. The Clerk has contacted the supplier to ask for their advice.
- The Clerk has provided a list of training courses provided by the SLCC for May and June, should Cllrs wish to part in any, please email the Clerk directly.

25/16 – Date and time of the next Parish Council Meetings to be confirmed as 19th June 2025 at Fradley Village Hall commencing at 7pm. – (1 min)