

BUBBENHALL PARISH COUNCIL



Locum Clerk : Louise Baudet
47 St Pauls Crescent
Coleshill
Birmingham B46 1BB
Tel : 07503 002948
Email : bubbenhallpclerk@gmail.com

7th April 2022

TO : All Councillors, Bubbenhall Parish Council

Dear Councillor

You are hereby summoned to attend a meeting of Bubbenhall Parish Council at Bubbenhall Village Hall on Tuesday 12th April 2022 at 7.30pm. Please forward any apologies for absence to myself or the Chair

Yours faithfully

Louise Baudet
Locum Clerk to the Parish Council

Members of the public and press are welcome to attend

A G E N D A

1. Apologies : to receive apologies and approve reasons for absence
2. Public participation : to adjourn to allow public participation for 15 minutes. Residents are invited to give their views and question the Parish Council on issues on this Agenda, or raise issues for future consideration at the discretion of the Chair. If members of the public wish to raise issues which are not on the Agenda, they should notify the Clerk 5 working days prior to the meeting. Members of the public may not take part in the Parish Council meeting itself
3. Declarations of interest
 - 3.1 Councillors are reminded of the need to update their Register of Interest
 - 3.2 To declare any personal interests or prejudicial interests in items on the Agenda and their nature
 - 3.3 To receive, consider and approve any requests for dispensation relating to Agenda items
4. Minutes of previous meeting : (a) to receive and approve the minutes of the meetings held 22nd February 2022 (public section of meeting) and (b) to note the minutes of the Landfill Liaison Committee meeting held on 22nd March 2022

5. Progress reports/information (items of update for Parish Council – not for decisions)
 - 5.1 Litter pick
 - 5.2 Update on merger of Stratford and Warwick District Councils
 - 5.3 Update on flooding at Sweet Briars
 - 5.4 A445 street light update
 - 5.5 Village Green update
 - 5.6 Green Shoots update
 - 5.7 Skills audit update
 - 5.8 Climate emergency plan update
6. Planning applications and other statutory and non-statutory consultations : to consider/decide responses to
 - 6.1 To receive and comment on any other applications received
 - 6.2 to receive information on planning decisions and decide any actions as appropriate
7. Finance
 - 7.1 To receive report from Internal Auditor for 2020/21
 - 7.2 To review and update Parish Council Asset Register (attached)
 - 7.3 To receive template draft Risk Assessment for updating (attached)
 - 7.4 To approve accounts for payment
 - 7.5 To approve end of year accounts 2020/21 and authorise Chair to sign
 - 7.6 To receive update for Internal Audit 2021/22 and authorise Internal Audit report
 - 7.7 To receive notification of External Audit from PKF Littlejohn
8. Model Code of Conduct : to consider for adoption
9. Matters relating to Youth Space and Recreation ground
 - 9.1 to consider request from Nick Gray, Ryton Star FC to hire recreation ground
 - 9.2 Playground Inspection reports and routine inspections of play equipment
10. Highways and Footpaths : to consider/decide matters relating to Highways and Footpaths in the parish
11. Information items : to consider and discuss items for information and comment if appropriate:
 - 11.1 County Councillor report
 - 11.2 District Councillor report
 - 11.3 Matters relating to the parish from Councillors and Clerk – this is an opportunity to report minor matters of information not included elsewhere on the Agenda and to raise items for future Agendas.
 - 11.4 Communications list
12. Confidential matters : to consider the exclusion of the public and press in the public interest for discussions and decisions in relation to either Personnel matters or Legal matters
13. Date of next meeting
14. Termination of meeting