



# BRIDGTOWN PARISH COUNCIL

Clerk to the Council: Mrs Janine Arm

2 Norton East Road, Norton Canes, Cannock WS11 9RT

Email: [janine\\_arm@hotmail.com](mailto:janine_arm@hotmail.com) Tel: 01543 448614

Chairman of the Council: Cllr. Val Jones

Email: [valeriejones@cannockchasedc.gov.uk](mailto:valeriejones@cannockchasedc.gov.uk) Tel: 01543 571056

<http://bridgtownparishcouncil.org.uk>

You are hereby summoned to the **Annual General Meeting** of Bridgtown Parish Council on  
**Wednesday 26<sup>th</sup> May 2021 commencing 7.15 pm.**  
**At Bethel Methodist Church, Union Street, Bridgtown**

## AGENDA

In order to comply with Government guidance and to adhere to the terms of hire at Bethel, we will be following the 'Rule of Six' which means that anyone wishing to attend the meeting must book in prior to the meeting, as places are limited due to space and social distance. It will be on a first come first served booking basis. Prior to the meeting opening there will be a public participation section. In accordance with Local Government Act, Members of the public will not be able to participate once the meeting is in Session.

Please contact the Clerk on [janine\\_arm@hotmail.com](mailto:janine_arm@hotmail.com) or call on the above number to book your place. It is preferable that you do a lateral flow test prior to attendance and these are now available from pharmacies. If you have any symptoms, please do not attend. Your temperature will also be taken as you enter the building and if high, you will be asked not to enter.

Hand sanitiser will be available at the entrance and you will be expected to wear masks at all times. We all have individual responsibilities to keep everyone as safe as possible and I am sure you will understand the need for us to work together in taking these specific precautions thereby keeping the virus at bay

Anyone wishing to contact the Council to raise any issues, can still do so using the above contact details.

**Public Participation – Any issues raised by members of the public. If an answer is not available at the meeting, you will be contacted after the meeting.**

1. Election of Chairman
2. Signing of the Chairman's Declaration of Acceptance of Office.
3. Apologies received in writing prior to the meeting.
4. Election of Vice Chairman.
5. Declaration of interests on Agenda Items and consideration of dispensations where appropriate.
6. To Approve the Minutes of the Meeting held on 10th March 2021.
7. Matters arising from the Minutes.
8. Appointment of Committees, outside representatives and Co-ordinators.
  - 8.1 Parish Councils Standards Sub Committee Representative.
  - 8.2 Independent Internal Auditor.
9. Chairman's Report.
10. Consideration of reports received from PCSO.
11. Recreational Areas.
  - 11.1 The Leighton Memorial Garden.
    - 11.1.1 Application for permission for Bridgtown Community to erect a Christmas Tree in December on Leighton Memorial Garden
  - 11.2 War Memorial.
  - 11.3 Memorial Park & Gardens in Union Street.

Adjournment of the meeting to receive the report of 'Bridgtown Community Group' and 'Friends of Bridgtown Park'.

12. Consideration of reports From Leigh Jarratt on issues arising in local community groups.
  - 12.1 Bridgtown Community Group.
  - 12.2 Friends of Bridgtown Park

Reconvene of the meeting.

13. Planning:

- 13.1 Applications for Consideration.**
- 13.2 Applications Approved/Rejected by District Council.**
- 14. Correspondence**
  - 14.1 Incoming.**
  - 14.2 Outgoing**
- 15. Accounts.**
  - 15.1 Accounts for Consideration.**
  - 15.2 Current Financial situation of the Council.**
  - 15.3 Consideration of adopting CIL Proposal Forms for expenditure on future projects.**
  - 15.4 Consideration of any Infrastructure projects.**
    - 15.4.1 Funding Proposal for CCTV on Bridgtown Memorial Gardens and Park and issues regarding monitoring and maintaining.**
    - 15.4.2 Funding replacement litter bins on Bridgtown Memorial Park and Gardens.**
    - 15.4.3 Grant funding request from 'Friends of Bridgtown Park' for purchasing plants and seeds for the park.**
- 16. Consideration of 2020 – 2021 Audit Matters.**
  - 16.1 Consideration of Approval of End of Year Accounts**
  - 16.2 Consideration of the Annual Internal Audit Report**
  - 16.3 Consideration of Approval of the Annual Governance Statement.**
  - 16.4 Consideration of Approval of the Accounting Statements.**
- 17. Consideration of reviewing Council policies and procedures.**
  - 17.1 Standing Orders**
  - 17.2 Data protection**
  - 17.3 Freedom of information.**
  - 17.4 Financial Regulations**
  - 17.5 Clerk Contract**
- 18. Highway issues**
  - 18.1 Report by Cllr. Paul Snape regarding Highways issues including problem of HGV's in weight restricted roads and consideration of working with highways and funding additional road signs.**
- 19. CONFIDENTIAL ITEM – MEMBERS OF THE PRESS AND PUBLIC WILL BE EXCLUDED FROM THE MEETING DUE TO THE SENSITIVE AND CONFIDENTIAL NATURE OF THE ITEM.**
- 20. Items for Information or Future Agendas.**
  - 20.1 For Information**
- 21. Date of Next Meeting: 14<sup>th</sup> July 2021**

**CONFIDENTIAL ITEMS: - EXCLUSION OF PRESS AND PUBLIC WHEN APPLICABLE.**



19<sup>th</sup> May 2021

Mrs J Arm – Clerk to the Council