



**Councillors: You are hereby summoned to attend the Parish Council meeting to be held
on Wednesday 2nd June 2021 at 7.30pm
at Brown Edge Village Hall, School Bank, ST6 8TB**

for the purpose of transacting the following business.

**Members of the Public: Public participation will be held during the formal meeting.
Correspondence to the Council can also be sent by e-mail to : clerk@browndedge-pc.gov.uk**

Signed *D Wheat* Parish Clerk on 27th May 2021

1. Chairman's Welcome and Announcements:

2. Acceptance of Apologies for Absence:

3. Cllr Lea – Request for Leave of Absence:

4. Parishioners Concerns:

5. District Councillors report:

6. County Councillors report:

7. Declaration of Interest on forthcoming agenda items:

8. Approval of the Minutes of the previous meetings:

- a) Annual Meeting held on Wednesday 5th May 2021

(Appendix 1)

9. Matters Arising from the Annual Meeting or previous meetings:

- a) Formation of a H.R. Committee.
- b) Playing Field – Hire charges for events to be discussed.
- c) Parish Council Risk Assessment to be checked and approved.
- d) Section 137 – Clarification following the Annual Meeting
- e) Financial Regulations – to be checked and approved.
- f) Complaints Procedure Policy
- g) Sandy Lane Survey results

10. Resolutions still being pursued: Activity tracker

(Appendix 2)

11. Reports and Actions of Parish Councillors undertaking business/actions on behalf of the council.

- a) Footpaths and Bridleway Progress report – Cllr. Felton / Cllr. Wright
- b) Homelessness – procedure to follow to help if this situation arises – Cllr. Turner-Holdcroft
- c) Cemetery Notice Board – Shelley Signs – no warranty – *decision required*
- d) Bedding Plants – work done on bottom of Bank End, The Well, Top Jobs Pool, Entrance Sign from Endon – Cllr. Woodward
- e) Sandy Lane Well – Plants and Planters – Cllr. Wright
- f) Playground Equipment Report – Cllr. Owen (Appendix 3)
- g) Holly Bush project report – Cllr. Turner
- h) Bus shelter – Clerk report/ Cllr. Wright
- i) Archive of Council Documents - status report

12. Finance & Governance:

- a) **Authorisation of payments** - *Decision required* (Appendix 4)
- b) **Cemetery Recorder reports** (May) – Mr Bourne. (Appendix 5a & 5b)
- c) **Zoom subscription** - to continue

12. Correspondence:

- a) **Hill Top** – letter from a resident
- b) **Pest Control Report** – Rats in the Well on Sytch - Chairman

13. Items on Notice:

- a) Cllr. Wright to move to change meeting start times in the Standing Orders to 7pm.
- b) Cllr. Wright to move to discuss Planning earlier in a meeting.
- c) Cllr. Turner to propose that two additional committees are formed.
 - i. Maintenance of Assets
 - ii. New projects

14. Items for the attention of other local authorities:

- a) Matters for the District Council:
- b) Matters for the County Council:

15. Planning Applications and Related Issues:

Application Number	Applicant Name	Location	Proposed Development	Decision
SMD/2021/0326 (Appendix 6)	Mrs Carla Holdcroft	27 Side Annatts High Lane, Brown Edge	Proposed two and one storey rear extensions & single storey side extension	

16. Matters Pertaining to Issues in the Parish for the Next Agenda:

New items raised by Councillors will be carried forward to the Agenda of the next meeting.

17. Meeting is closed by the Chairman

Meeting Ends

The next meeting will be the Brown Edge Parish Council Annual Meeting to be held on Wednesday 7th July 2021 at 7.30pm