



BROWN EDGE PARISH COUNCIL ANNUAL MEETING

Monday 18th MAY 2026

Brown Edge Village Hall at 7:00PM

AGENDA

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Present:

- 1. Welcome and Introductions:**
- 2. Election of the Chairman and signing of the declaration of office:**
- 3. Election of the Vice Chairman:**

- 4. Apologies:**
- 5. Declaration of Interests:**

- 6. To note the minutes of the May 2025 Annual Meeting to be a correct record:**

- 7. Attendance Report:**

- 8. Formation of Committees and Working Groups:**

- 9. Maintenance Contract Report:**
- 10. Defibrillator Maintenance Report:**
- 11. Vehicle Activated Sign Maintenance Report**

- 12. Asset Register:**
- 13. Cemetery Report:**

- 14. Employee Salary, Hours and Expenses:**
- 15. Chairman's Allowance:**

- 16. Risk Register:**

- 17. Financial Regulations:**

- 18. Banking Arrangements:**

- 19. Insurance Cover:**

- 20. Accounts for 2025/2026 for year ending 31st March 2026:**

21. Appointment of Internal Auditor Mrs Marion Corbishley

22. Budget Details for Financial Year 2026/2027 to be noted:

23. Payments to be Authorised for May

24. Standing Orders: To consider the need for additions or amendments

25. Review of the Council's Subscription to other bodies:

Staffordshire Parish Councils Association (SPCA)

National Association of Local Councils (NALC)

Information Commissioners Office (ICO) £47.00

Campaign for the Protection of Rural England (CPRE) £80.00

National Allotment Society (NAS) £80.00

26. To approve Council Policies

27. Determine the dates and time of ordinary meetings:

28. Review of the Agenda format:

29. To note any items for the next Agenda:

End of Annual Meeting

Ordinary Meeting:

30. Public Participation:

31. Correspondence Received:

- a) Arboricultural Report on the burnt tree on the Playing Field
- b) Request for an explanation of the increase to the Parish Precept
- c) Notice of discontinuation of resident grass cutting on Broad Lane
- d) Request for Planning enforcement to visit a property on Hill Top
- e) Notice that Mark Preece of Staffordshire Wildlife Trust can attend the July meeting to give a presentation on the Marshes Hill management plan.
- f) County Council grit bins
- g) Offer of from Support Staffordshire for advice services (Membership fee of £25 p/a)

31. Items on Notice:

- a) **Restoration of Community Phone Box:** Cllr Woodward to move to accept a quotation.

32. Planning Applications:

SMD/2026/0116	The Cottage Hill Top Brown Edge	Erection of replacement outbuilding to form residential annex
SMD/2026/0185	Mr Dean Simcock 1 Bluestone Cottage Hough Hill Brown Edge	Proposed part demolition, extension and alterations to construct replacement two storey kitchen/bedroom and detached garage
SMD/2026/0201	Land off Breach Road, Brown Edge	Outline planning application, with all matters reserved except for access, for the erection of up to 55 dwellings

33. County Council Report:

34. District Council Report:

Exclusion of the Public:

The Chairman to move: "That in accordance with section 19 (2) of the Public Bodies (Admission to Meetings) Act 1960 by reason of the confidential nature of the business next to be transacted, the public and press be excluded from the Meeting".

32. CONFIDENTIAL ITEMS

- a) To discuss negotiations with Brown Edge Community Inn CIC regarding the Car park
- b) To consider applications for the job role of Parish Clerk

Next Meeting: Monday 1st June 2026 at 7pm at Brown Edge Village Hall.