

# **B** *irdbrook* **PARISH COUNCIL**

Englewood • Dyers End • Stambourne • Essex, C09 4NE

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*Clerk to the Council*  
**Debbie Hilliard**

29 December 2018

TO: THE MEMBERS OF BIRDBROOK PARISH COUNCIL

You are hereby summoned to attend the **MEETING** of the **BIRDBROOK PARISH COUNCIL**, which will be held on Thursday 3 January 2019 at the **Community House, The Street, Birdbrook, at 7.00pm**, to transact the business shown in the Agenda below.

Debbie Hilliard  
Clerk to the Council

## **AGENDA**

### **QUESTIONS FROM MEMBERS OF THE PUBLIC**

To receive questions from members of the public.

*In accordance with the agreed procedure, the time allocated for public questions shall be limited to 15 minutes or such other period determined by the Chairman of the Meeting.*

#### **1. APOLOGIES FOR ABSENCE**

To receive any apologies for absence.

#### **2. OTHER ABSENCES**

To note any absences for which no apology has been received.

#### **3. CONFIRMATION OF MINUTES**

- To agree as a correct record and sign the minutes of the meeting held on Thursday 27 September 2018 (copy attached).
- To agree as a correct record and sign the minutes of the meeting held on Thursday 1 November 2018 (copy attached).

#### **4. DECLARATIONS OF INTEREST**

To receive any Declarations of Interest by Members.

- *A Member with a personal interest in a matter must consider whether it is a "prejudicial interest" (i.e. prejudicial to the public interest).*

- *A Member must consider him/herself as having a prejudicial interest if it is a personal interest which a member of the public with knowledge of the relevant facts would regard as so significant and particular that it could prejudice the Member's judgement of the public interest.*

Any Member who is unsure if a personal interest needs to be declared should consult the Clerk for clarification.

5. **REPORT OF DISTRICT COUNCILLOR**

6. **ACTION POINTS** (from last meeting)

Minute No/ Meeting	Action	Councillor	Outcome
1/11/18 Min 18/96	Steve reported he had lost the names of the contacts at ECC and has sent through his work to Cllr Finch and asked him to send them to the right people. Peter suggested that Debbie should follow this up for through experience Cllr Finch responds to messages from Clerks and not parish councillors.	Steve/Debbie	Has been emailed to Cllr Finch. Now in contact with Olive Porter ECC. Agenda for January meeting.
4/7/18 no 18/68	Clerk to contact BDC re Sunnybank and New England Car Breakers Yard. Has tried to contact BDC Planning without success and will continue.	Debbie	Online forms completed and sent 20 December 2018
1/11/18 18/99c	Parks – play equipment inspection.	Debbie	Fenland Leisure have been asked to carry out the inspection. Clerk contacted on 30/10. Await inspection report. As at 17/12 invoice received but not report. I have followed this up. Inspection report received and forwarded to parish councillors 19/12.
1/11/18 18/99d	Richard reported that there were some ambiguities for the derestricted sign is still in place as you exit Baythorne End although it is now a 40mph road. (Debbie to contact Richard to ascertain the extent of the confusion and to write mainly to highways and thank them for the making the speed change and to note the issues.)	Richard/Debbie	

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1/11/18 18/101	Richard stated that a second quote for the Street Light Replace project may be obtained from Armadillo Lighting in Great Dunmow. Peter is to investigate	Peter	
1/11/18 18/103	Debbie to investigate electricity tariffs	Debbie	Completed. Advice received is that Birdbrook on the best available tariff.
27/9/18 18/83c	The Clerk to ask Cllr Finch to follow up the missing salt bin at junction of Fell Road/Moat Road/The Street.	Clerk	Contact Cllr Finch 29/12. Reply awaited.

7. **COMMUNICATION AND REPORT OF THE CLERK**

8. **DOCUMENTS ON DEPOSIT**

9. **MEMBERS' REPORTS:-**

- a) Pond
- b) Parks
  - proposal to carry out full refurbishment
  - Play equipment inspection report (previously circulated)
- c) Chairman's Report
- d) Highways Report

10. **PLANNING**

11. **STREETLIGHTS**

Progress report by Peter Smart.

12. **VILLAGE SIGN**

Progress report by Alan Cook.

13. **CIF APPLICATION**

Progress Report by Alan and Peter.

14. **BAYTHORNE END DEFIBRILLATOR**

Progress report by Steve Rhenius.

15. **SALT DISTRIBUTION EVENT**

Summary of event.

16. **FINANCE**

Financial Report (attached).  
Budget 2019/20 (updated copy attached).

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**17. EXCLUSION OF THE PUBLIC AND THE PRESS**

In the event that the Agenda contains exempt pages, to consider the following motion to be proposed by the Vice Chairman:

*“That the public and the press be excluded from the meeting, the Council believing that publicity would be prejudicial to the public interest by reason of the confidential nature of the business about to be discussed.”*

**18. CONFIDENTIAL ITEMS**

**19. TIME, DAY AND DATE OF NEXT MEETING**

To set meeting dates for 2019

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