

Birdbrook PARISH COUNCIL

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

Tel: 01440 785629

Email: debbiehilliard614@gmail.com

Clerk to the Council
Debbie Hilliard

5 November 2019

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 **Tuesday 5 November 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**

(a) To agree as a correct record the minutes of the meeting held on Thursday 10 September 2019 (copy attached).

(b) Matters arising, including Action List (below):-

Minute	Action	Responsibility	Outcome
19/86	Planning – to review how the Parish Council tracks planning applications. Agenda for next meeting	Debbie	Agenda item 9
19/87(a)	Pond – monitor the pond and review early in the new year before deciding to purchase more Aquaplankton.	Martin	
19/87(d)	Highways – Richard to bring a list of highways issues to next meeting.	Richard	

	Verge Cutting – Debbie will contact ECC Highways to see if they will take this back.	Debbie	
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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. **COMMUNICATION AND REPORT OF THE CLERK**

- A and J Lighting new contract (to follow).

7. **DOCUMENTS ON DEPOSIT**

8. **MEMBERS’ REPORTS:-**

- Pond
- Parks
- Chairman’s Report
- Highways Report

9. **PLANNING**

- To review how the Parish Council tracks planning applications.

10. **BAYTHORNE END DEFIBRILLATOR**

Progress report by Steve Rhenius

11. **VILLAGE SIGN**

Progress report by Alan Cook.

12. **CIF APPLICATION**

Progress report by the Clerk.

13. **FINANCE**

Financial Report (attached).
Budget 2020-21 (attached).

14. **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.”

15. **CONFIDENTIAL ITEMS**

16. **TIME, DAY AND DATE OF MEETINGS FOR 2020**
To agree meeting dates for 2020.