

# **B**irdbrook PARISH COUNCIL

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

31 August 2020

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 8 September 2020** at 7.00pm - to transact the business shown in the Agenda below. The meeting will be virtual and invitations issued by the Clerk.

Debbie Hilliard  
Clerk to the Council

## AGENDA

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

To receive questions from members of the public by prior arrangement with the Chair or Clerk

**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 the minutes of the meeting held on Tuesday 28 July 2020. (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. ACTION LIST**

Minute	Action	Responsibility	Outcome
20/57 27/7/20	<b>Co-option of parish councillor</b> – send Katie SO's, Finance Regs and Policies. Dec of Acceptance and Register of Interests. Advise BDC and EALC. Look at EALC training	Clerk	Email sent 30/7. Completed and returned by KG and sent on to BDC by Clerk 23/8.
28/7/2020 20/60(b)	<b>Parks</b> – Play Equipment – Peter to call a meeting of the General Committee	PS/KG	

	of Community House Trustees. Katie to approach neighbours who may support/join.  <b>Swing</b> – Peter to circulate Fenland Report to councillors and then a decision be made on swing and Graham Downer’s repair proposal	PS	
28/7/2020 20/60 (d)	<b>Highways</b> – Mill Road repairs – Peter to follow up whether this is completed.  Missing Fingerpost, Birdbrook Road – Clerk will check with Stambourne PC progress.  Road closures – inaccurate signage. Contact Cllr Finch.	PS  Clerk  Clerk	Email sent to Chair of Stambourne PC 30/7 – reply received – work is underway but delayed by Covid. Hope to complete soon Email sent 1/9
28/7/2020 20/61	<b>Handyman/CIF grant</b> – notify Mr Downer to proceed with noticeboards and bus stop.	Clerk	Emailed 30/7
28/7/2020 20/62	<b>Planning</b> – The Street – verge grass removed and replaced with stones. Peter to send photo to Clerk to report to ECC Highways.	PS/Clerk	Reported to Highways 31/7 Ref No; <b>2673646</b> .
28/7/2020 20/63	<b>Birdbrook News</b> – send a thank you letter to Albert.	Clerk	Emailed Richard 11/8 for address. Letter completed & sent 30/8

## 6. REPORT OF DISTRICT COUNCILLOR/COUNTY COUNCILLOR

## 7. COMMUNICATION AND REPORT OF THE CLERK

- Footpath numbering (emailed OS 1/9)

## 8. MEMBERS’ REPORTS:-

- Pond
- Parks
  - To consider removal of swing
- Chairman’s Report
- Highways Report

## 9. HANDYMAN/CIF GRANT

To receive an update on use of CIF grant of £2,825.00. Including:-

- Refurbishment of noticeboards, benches and cleaning bus stop by Mr Downer.
- Removal of swing (9(b) above) if agreed.
- Quote for fencing repair which has been passed to Community House Trustees for consideration.

## 10. PLANNING

- 20/01285/HH - Wash Farm, Finkle Green, Birdbrook (deadline 14 September)
- 20/00268/TPOCON - Kestrels, Daw Street, Birdbrook (deadline 16 September)

**11. BIRDBROOK NEWS**

- To note Mr Baxter has confirmed he will no longer be involved in the Birdbrook News.
- Future plans

**12. BAYTHORNE END DEFIBRILLATOR**

To receive an update.

**13. FINANCE**

- Financial Report (attached)

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

Tuesday 3 November 2020 7pm.