

Birdbrook PARISH COUNCIL

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Clerk to the Council
Debbie Hilliard

4 January 2021

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 12 January 2021** 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 3 November 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
3/11/20 20/95	Pond – land ownership/registry. Clerk to contact EALC for legal advice.	Clerk	Email sent to EALC legal advice. Response awaited.
	Parks – MG to visit and check barriers up and closed sign in place.	MG	
	Chair's Report – Clerk to send copies of BCH invoices to Matt Unwin	Clerk	Emailed 5/11

	Communication – Clerk to look into setting up FB page for the village	Clerk	Page set up 1 Jan 2021
	Highways – Clerk to write thank you to the Duke of Edinburgh student for the refurbished fingerpost sign at Old Mill Lane.	Clerk	Completed.
	2 nd verge cut – agreed not required. Advise contractor	Clerk	Emailed 9/11
3/11/20 20/99	Baythorne End Defibrillator – Steve to write to National Lottery to challenge their decision to refuse applications made by statutory bodies and seek an explanation. Agreed to proceed with purchase of defibrillator.	SR	
3/11/20 20/100	Finance – change bank mandate. Move to BACS payments/online banking	Clerk	5/11 spoke to bank. Link being sent. Forms printed and need signatures.
20/72 8/9/2020	Missing Footpath nos from Birdbrook definitive map – enquiry made to OS had simply referred us back to ECC. Contact ECC.	Clerk	ECC contacted. Footpaths team being notified and will call back. Footpaths rang 9/11 with info – they will email. Email received 9/11. Peter reviewing

6. REPORT OF DISTRICT COUNCILLOR/COUNTY COUNCILLOR

7. COMMUNICATION AND REPORT OF THE CLERK

- Parish Council Facebook Page – update
- Flooding at Station Road (letter from resident previously circulated).

8. MEMBERS' REPORTS:-

- a) Pond
- b) Parks
 - To consider a way forward for funding.
 - To consider a design and cost.
- c) Chairman's Report
- d) Highways Report

9. HANDYMAN/CIF GRANT

To receive an update on use of CIF grant including:-

- Refurbishment of noticeboards, benches and cleaning bus stop by Mr Downer.
- Quote for fencing repair which has been passed to Community House Trustees for consideration.

10. PLANNING

11. BIRDBROOK NEWS

To receive an update.

12. BAYTHORNE END DEFIBRILLATOR

To receive an update.

13. FINANCE

- Financial Report (attached)
- To agree and confirm the Budget for the year 2021-22 (previously circulated)
- To confirm the move to online banking and agree authorised users

14. TIME, DAY AND DATE OF NEXT MEETINGS

Tuesday 2 March

Tuesday 11 May

Tuesday 6 July

Tuesday 7 September

Tuesday 9 November

All at 7pm.