

Birdbrook PARISH COUNCIL

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Clerk to the Council
Debbie Hilliard

23 February 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 2 March 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 12 January 2021 (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
12/1/21 21/08	Flooding at Station Road – continue to monitor. Clerk to contact Environment Agency. <i>NB – clerk to ring again to check situation.</i>	Clerk	Agenda item 8(d)
12/1/21 21/09	Pond Ownership – Clerk to contact the Diocese and Land Registry.	Clerk	Agenda item 8(a)
12/1/21 21/09	Playing field refurbishment – Martin to look into CIF funding in new financial year 2021-22. Peter to explore if Community House Trustees will support a plan.	PS/MG	Agenda item 8(b)

12/1/21 21/10	Refurbishment of Benches – agenda for March meeting.	Clerk to agenda	Agenda item 9
12/1/21 21/13	Baythorne End Defibrillator – Alan to contact landowner and contractor when the defibrillator is ready to install	Alan	Agenda item 12
12/1/21 21/14	Finance A and J Lighting Contract – in place to 2023. Clerk to contact and see if there can be a reduction in monthly charge due to change to LEDs Budget 2021-22 – Peter to adjust figures as agreed and circulate. Online banking – Clerk to continue. Needs to contact Lloyds helpdesk to progress. Will report back on progress	Clerk Peter Clerk	Agenda item 13 Completed Agenda item 13

6. REPORT OF DISTRICT COUNCILLOR/COUNTY COUNCILLOR

7. COMMUNICATION AND REPORT OF THE CLERK

8. MEMBERS' REPORTS:-

- a) Pond
 - Progress on ownership
- b) Parks
 - To consider first stage refurbishment – swings – see email from Martin Gilbert dated 2 February 2021 (previously circulated).
- c) Chairman's Report
- d) Highways Report

9. HANDYMAN/CIF GRANT

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

- To note completion of noticeboards and cleaning of bus stop by Mr Downer.
- Quote for fencing repair which has been passed to Community House Trustees for consideration.
- Bench maintenance/refurbishment – proposal by Alan Cook

10. PLANNING

11. BIRDBROOK NEWS

To receive an update.

12. BAYTHORNE END DEFIBRILLATOR

To receive an update.

13. FINANCE

- Financial Report (attached)
- Move to online banking – to receive an update

14. TIME, DAY AND DATE OF NEXT MEETINGS

Tuesday 11 May

Tuesday 6 July
Tuesday 7 September
Tuesday 9 November

All at 7pm.