

29 June 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 **6 July 2021** 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 Tuesday 11 May 2021 (copy attached).

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

### Action List

Minute	Action	Responsibility	Outcome
11/5/21	<b>Pond Ownership</b> – Diocese have confirmed they are not owners. Rook family claim ownership. Pursue with Land Registry again for final confirmation	Clerk	Agenda item 8a
11/5/24 21/44	<b>Birdbrook Parish Magazine</b> - not yet on village website. Clerk to follow up.  Birdbrook Parish Magazine and Facebook page to become standing items on the agenda	Clerk  Clerk	Followed up and now on website 21/5
21/48	<b>Chair's Report – storage of salt and Aquaplankton</b> – consider options at next meeting  <b>Highways</b> – Follow up on reported fingerpost signs.	Clerk to agenda  Clerk	Agenda item 8c  Clerk looked up and updated

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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**

**7. DOCUMENTS ON DEPOSIT**

**8. MEMBERS’ REPORTS:-**

- a) Pond
  - Ownership
- b) Parks
- c) Chairman’s Report
  - Storage of Aquaplankton and Salt (action from May meeting).
- d) Highways Report

**9. PLANNING**

**10. BIRDBROOK PARISH NEWS**

**11. BIRDBROOK SOCIAL MEDIA**

**12. BAYTHORNE END DEFIBRILLATOR**

**13. FINANCE**

- Financial Report (attached).
- Annual Accounts to 31 March 2021

**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 NEXT MEETING**

Tuesday 7 September 2021 7pm – to consider return to in-person meetings.

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