

31 August 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 **7 September 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 6 July 2021 (copy attached).
(b) Matters arising, including Action List (below):-

Action List

Minute	Action	Responsibility	Outcome
6/7/21 21/63	Pond Ownership – Clerk to draft a letter to Mr Rook	Clerk	Letter issued and email response received.
	Baythorne End Park – MG to re-open	MG	
	Birdbrook Park – AC to ask Matt Goodey for a quote to remove the swings.	AC	
	Grant Funding – SR to explore funding from Citizens Advice Bureau.	SR	
	Verge Cutting – 2 cuts to take place. Clerk to arrange with Mr Pyman. Verge cutting map to be circulated.	Clerk	Contacted Neil Pyman and 1 st cut completed 14/7. Map circulated 22/7

	Salt Bin Moat Rd/Fell Rd/The Street – Noted it has not been replaced and was taken off the LHP list. Check progress. Clerk	Clerk	Emailed Charlotte OConnell 31/8
	Birdbrook Community House website – Peter to get website address from Matt Unwin	PS	
21/64	Birdbrook Parish News – AC to confirm exact number of excess copies.	AC	
21/65	Planning – Birdbrook Tavern, New England. Siting of static caravans. Clerk to explore any planning infringement.	Clerk	Search of BDC website inconclusive. Email sent to BDC planning for advice 31/8
21/66	Baythorne End Defibrillator – sign inside box to be fixed.	SR	

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/COUNTY COUNCILLOR

6. COMMUNICATION AND REPORT OF THE CLERK

7. DOCUMENTS ON DEPOSIT

8. MEMBERS’ REPORTS:-

- a) Pond
 - Ownership – response from Mr W Rook (by email previously circulated).
- b) Parks
 - CIF application (Play equipment)
 - Fundraising Ideas
- c) Chairman’s Report
- d) Highways Report
 - LED streetlighting – redress from ECC – Alan Cook
- e) Communication

9. PLANNING

- Static Caravans at Tavern, New England

10. FINANCE

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

11. 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.”

12. CONFIDENTIAL ITEMS

13. TIME, DAY AND DATE OF NEXT MEETING

Tuesday 9 November 2021 at 7pm
