

4 May 2016

TO: THE MEMBERS OF BIRDBROOK PARISH COUNCIL

You are hereby summoned to attend the **ANNUAL GENERAL MEETING** of the **BIRDBROOK PARISH COUNCIL**, which will be held on **Wednesday 11 May 2016** at the **Community House, The Street, Birdbrook, at 7.30pm**, 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. **ELECTION OF CHAIRMAN AND VICE-CHAIRMAN FOR 2016/17**
2. **APOLOGIES FOR ABSENCE**  
To receive any apologies for absence.
3. **OTHER ABSENCES**  
To note any absences for which no apology has been received.
4. **CONFIRMATION OF MINUTES**  
To agree as a correct record the minutes of the meeting held on Thursday 3 March 2015. (copies attached).
5. **NEIGHBOURHOOD PLANS** (Jan Cole of RCCE)
6. **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.

*Meeting:* COUNCIL

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7. **COMMUNICATION AND REPORT OF THE CLERK**

8. **DOCUMENTS ON DEPOSIT**

9. **MEMBERS' REPORTS:-**

- a) Pond
- b) Parks
- c) Chairman's Report
- d) Highways Report

10. **BDC STREETSCENE AGREEMENT 2016**

Annual agreement to be signed.

11. **INSURANCE RENEWAL**

Consideration of quote by Zurich Insurance and renewal by Aon

12. **PROPOSED CIF APPLICATION**

Further discussion of this proposal

13. **PLANNING**

14. **FINANCE**

Financial Report (attached)

Annual accounts (Income & Expenditure account attached)

15. **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."*

16. **CONFIDENTIAL ITEMS**

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

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