

22 October 2012

TO: THE MEMBERS OF BIRDBROOK PARISH COUNCIL

You are hereby summoned to attend a **MEETING** of the **BIRDBROOK PARISH COUNCIL**, which will be held on **Thursday 1 November 2012** 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. **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 approve as a correct record the Minutes of the Meeting of the Parish Council held on Thursday 6 September 2012.
- To approve as a correct record the Minutes of the Extraordinary meeting of the Parish Council held on Thursday 4 October 2012.

Copies 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.

Meeting: COUNCIL

5. **COMMUNICATIONS AND REPORT OF THE CLERK**

6. **DOCUMENTS ON DEPOSIT**

To be tabled

7. **MEMBERS' REPORTS:-**

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

8. **PLANNING**

App No – 12/01385/MAA – 2 Whitley Farm Cottages

9. **PARISH PLAN**

10. **FINANCE**

Clerk's report attached. Budget form attached.

- a) To agree the budget figure for 2013/14
- b) To agree the precept figure for 2013/14
- c) To agree the amounts of annual grants

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 ITEM**

Put forward at the request of the Chairman

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