

23 October 2010

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 4 November 2010** 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 23 September 2010.

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. **COMMUNICATIONS AND REPORT OF THE CLERK**

To receive such communications as the Clerk may place before the Council.

NOTE: Any Member wishing to have a communication brought to the attention of the Council should give prior notification to the Clerk.

6. **DOCUMENTS ON DEPOSIT**

To be tabled

7. **MEMBERS' REPORTS:-**

- a) Pond
- b) Parks – Annual inspection report to be presented
- c) Chairman's Report
- d) Highways Report
- e) Passenger Transport

9. **STANDING ORDERS**

10. **COMPLAINTS PROCEDURE**

11. **CONTRACT OF EMPLOYMENT**

12. **PUBLICATION SCHEME**

NB. Items 9-12 are from the Clerk, requiring re-adoption by Birdbrook Parish Council as part of the Clerk's training and also to re-apply for quality status.

14. **PLANNING**

- a) To advise of planning applications received from Braintree District Council that have been received by the Clerk and commented on under delegated powers.
- b) To comment on any other planning applications that have been received in time to be placed on this agenda
- c) To note planning decisions received from Braintree District Council.
- d) Letter received from Braintree District Council re the two items raised at the last meeting. (to be presented at the meeting).

15. **FINANCE**

Clerk's report attached

16. **BUDGET & PRECEPT FOR THE FINANCIAL YEAR 2011/12**

See attached.

17. **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.”

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