

22 April 2014

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 **Thursday 1 May 2014** at the **Community House, The Street, Birdbrook, at 7.30pm**, to transact the business shown in the Agenda below.

Debbie Hilliard

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 2014-15

2. 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 6 March 2014.
Copies attached

5. 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.

6. COMMUNICATIONS AND REPORT OF THE CLERK

7. DOCUMENTS ON DEPOSIT

To be tabled

Meeting: COUNCIL

8. **MEMBERS' REPORTS:-**

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

9. **PLANNING**

Application no: 14/000523/FUL

10. **COUNCILLOR'S TRAINING**

Proposal by Steve Rhenius to attend Councillor Training Day 11 June 2014 at EALC

11. **PRESS RELEASE LETTER** (copy attached)

12. **PARISH PLAN**

13. **STREETSCENE AGREEMENT 2014/15**

14. **COMMUNITY ISSUES GROUP**

Report of meeting held on 26 March 2014

15. **INSURANCE RENEWAL**

16. **FINANCE**

- (a) Statement of Accounts 2013-14
- (b) Statement of Assurance 2013-14
- (c) Nominate person responsible for Finance for 2014-15
- (d) Nominate Internal Auditor for 2014-15

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. **ITEM AT REQUEST OF THE CHAIRMAN**

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