



## BOWERS GIFFORD & NORTH BENFLEET PARISH COUNCIL

Bowers Gifford & North Benfleet Parish Council Annual Meeting to be held on **WEDNESDAY 26<sup>TH</sup> MAY 2021 commencing at 7.30 p.m.** at The Benbow Club, 77 Pound Lane, Bowers Gifford.

Members of the public and press are cordially invited to attend. Social distancing will be observed and masks must be worn.

*CA Barlow*

Christine Barlow, Clerk to the Parish Council

### AGENDA

- 1/21**      **Introductions** - To welcome all to the Parish Council Annual meeting
- 2/21**      **Election of Chair.**
- 3/21**      **Declaration of Acceptance** - Signing of Declaration of Acceptance of Office by elected Chair and to receive a signed Declaration of Acceptance from each elected Councillors.
- 4/21**      **Election of Vice-Chair.**
- 5/21**      **Apologies for absence.**
- 6/21**      **Declarations of member's interest:** To receive any declarations of disclosable pecuniary interests, other pecuniary interests or non-pecuniary interests by members relating to any agenda items.
- 7/21**      **Public Forum:** To enable residents to raise issues of concern with Parish Councillors (The time allowed for this item is 15 minutes)
- 8/21**      **Minutes of Parish Council meetings:** To approve the minutes of the meeting held on 28<sup>th</sup> April 2020 and Chairman to sign.
- 9/21**      **Ward/County Councillor update:** Time is set aside for Borough/County Councillors to address the meeting.
- 10/21**     **Parish Clerks Report:** To advise Councillors on business undertaken since the last meeting held on 28<sup>TH</sup> April 2021 and any other relevant matters.
- 11/21**     **FINANCE REPORT:** To acknowledge and confirm the following :
  - (i) To receive a summary of the Parish Council's current financial position.
  - (ii) To approve the Accounting Statement for 2020/2021
  - (iii) To confirm the appointment of the Internal Auditor for 2020/2021
  - (iv) To confirm the Parish Council's bank account signatories for 2021/2022.
  - (v) To confirm the Parish Clerk's incremental payment for 2021/2022

- 12/21 Appointment of Representatives:** To confirm the appoint of Parish Councillors to the following areas of interest:
- Association of Basildon Local Councils
  - Basildon Council Liaison Group
  - BGBN Neighbourhood Plan Steering Group
  - Parish Council's Planning Advisory Group
  - Any other appropriate roles
- 13/21 Planning -** Councillors to review and comment on Planning Application/s under the Town and Country Planning Act 1990 (as amended):
- 14/21 Planning updates and comments:** To receive updates and comments on planning applications discussed at previous meetings.
- 15/21 Councillor Vacancies:** To discuss the co-option of two Parish Councillors until May 2022.
- 16/21 Neighbourhood Plan update:** To provide the meeting with a brief update with any information currently available.
- 16/21 Events 2021:** The discuss the dates and details for forthcoming events.
- 17/21 Date of next meeting:** To confirm the date of the next Parish Council meeting as 30<sup>th</sup> June 2021