

**BOWERS GIFFORD & NORTH BENFLEET PARISH COUNCIL ANNUAL MEETING  
TO BE HELD AT THE BENBOW CLUB, POUND LANE, BOWERS GIFFORD  
ON WEDNESDAY 16<sup>th</sup> MAY 2018  
COMMENCING AT 7.30 P.M.**

for the transaction of business as set out below.  
Members of the public and press are cordially invited to attend.

*CA Barlow*

Christine Barlow, Clerk to the Parish Council

**AGENDA**

- 1/18 Introductions** - To welcome all to the Parish Council Annual meeting
- 2/18 Election of Chair.**
- 3/18 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.
- 4/18 Election of Vice-Chair.**
- 5/18 Apologies for absence.**
- 6/18 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.
- 7/18 Appointment of Representatives** – To appoint representatives to the following areas of interest:
- Parish Council's Planning Advisory Group
  - Association of Basildon Local Councils
  - Bus Transport Forum
  - Basildon Council Liaison Group
  - Essex County Council Highways Panel
  - Neighbourhood Plan Steering Group
- 8/18 Public Forum:** To enable residents to raise issues of concern with Parish Councillors (The time allowed for this item is 15 minutes)
- 9/18 Minutes of Parish Council meetings:** The Council to receive a copy of the following meetings on 25<sup>th</sup> April 2018 and approve the accuracy of the meeting minutes:
- (i) Annual Parish Meeting held on 25<sup>th</sup> April 2018
  - (ii) Parish Council Meeting on 25<sup>th</sup> April 2018

**10/18 Parish Clerks Report:** To report on business undertaken since the last meeting.

**11/18 Parish Council Meeting dates 2018/2019:** To confirm the dates for Parish Council meetings in the fiscal year 2018/2019

**12/18 Planning -** Councillors to review and comment on Planning Application/s under the Town and Country Planning Act 1990 (as amended)

**TOWN AND COUNTRY PLANNING ACT 1990 - APPLICATION NO:  
18/00489/FULL**

Two storey side extension - 10 Alpha Close Bowers Gifford Basildon SS13 2HZ

**TOWN AND COUNTRY PLANNING ACT 1990 - APPLICATION NO:  
18/00500/FULL**

Demolition of existing front extension and erection of single storey rear extension - 4 Clifton Road, Bowers Gifford, Basildon, Essex

**13/18 Planning decisions and comments –** To receive updates and comments on decisions in respect of planning applications discussed at previous meetings.

**14/18 Finance Report:** The Responsible Finance Officer to advise on:

- (i) The Parish Council's current financial position.
- (ii) The Internal Audit carried out on 11<sup>th</sup> May 2018 and any recommendations made by the Internal Auditor.
- (iii) To confirm the Parish Council's bank account signatories for 2018/19.
- (iv) Data Protection Act 2018: Changes in legislation from May 25<sup>th</sup> 2018

**15/18 Neighbourhood Planning/Local Plan:** To update on the progress of:

- (i) Bowers Gifford & North Benfleet Neighbourhood Plan
- (ii) Basildon Council Local Plan (Regulation 19) Consultation

**16/18 Picnic-in-the-Park 2018:** To update on further arrangements for the event on 2<sup>nd</sup> September 2018

**17/18 Date of next meeting:** To confirm date of next Parish Council meeting.