**BOWERS GIFFORD & NORTH BENFLEET PARISH COUNCIL ANNUAL MEETING TO BE HELD AT THE BENBOW CLUB, POUND LANE, BOWERS GIFFORD**

**WEDNESDAY 27 MAY 2015**

**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.



Christine Barlow

Parish Clerk

**AGENDA**

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| **1/15** | **Introductions -** To welcome all to the Parish Council Annual meeting |
| **2/15** | **Election of Chair.** |
| **3/15** | **Declaration of Acceptance -** Signing of Declaration of Acceptance of Office by elected Chair. |
| **4/15** | **Election of Vice-Chair.** |
| **5/15** | **Apologies for absence.** |
| **6/15** | **Declarations of member’s interest –** To receiveany declarations of disclosable pecuniary interests, other pecuniary interests or non-pecuniary interests by members relating to any agenda items. |
| **7/15** | **Appointment of Representatives –** To appoint representatives to the following areas of interest:   * Parish Council’s Planning Advisory Group * Association of Basildon Local Council’s * Bus Transport Forum * Basildon Council Liaison Group * Other groups where applicable |
| **8/15** | **Public Forum:** To enable residents to raise issues of concern with Parish Councillors (The time allowed for this item is 15 minutes) |
| **10/15** | **Minutes of Parish Council meeting held on Wednesday 29th April 2015** - Council to approve the accuracy of the minutes of previous meeting held on 29th April 2015 and the Chair to sign. |
| **11/15** | **Parish Clerk and Finance Report –** The Parish Clerk/Responsible Finance Officer to advise on:   1. The ParishCouncil’s current financial position 2. TheInternal Audit carried out on 14th May 2015. 3. New regulations introduced by the Local Audit and Accountability Act 2014 in regard to changes to the auditing regime for smaller councils. 4. To confirm the Parish Council’s bank account signatories for 2015/16. |
| **12/15** | **To consider and adopt or approve the following policies:**   1. The Publication Scheme and the changes made by the Protection of Freedom Act 2012 in regard a “dataset” held by a council.   (ii) The Openness and Transparency Policy as defined by the Openness of Local Government Regulations 2014.  (iii) The Parish Council’s Complaints Policy |
| **13/15** | **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:**  **15/00604/FULL**  Proposed two storey side and rear extensions - 15/00557/FULL  **TOWN AND COUNTRY PLANNING ACT 1990 - APPLICATION NO:**  **15/00557/FULL**  Erection of a part first floor/part two storey rear extension to existing public house and restaurant, to provide function suite on ground floor and hotel bedrooms on first floor; together with a free standing two storey building linked at first floor level, to form a 27 bedroom hotel; and extension to the existing car park to provide 26 additional parking spaces. - The Gun Public House, London Road, Bowers Gifford Essex |
| **13/15/1** | **Planning decisions and comments –** To receive updates and comments on decisions in respect of planning applications discussed at previous meetings. |
| **14/15** | **Neighbourhood Planning:** To update Members on the introductory consultation drop- sessions to discuss proposals for a Neighbourhood Plan. |
| **15/15** | **Park Opening Event:** To discuss and agree a date to thank the Parish Council sponsors for the funding received for the refurbishment of Westlake Park in 2014. |
| **15/15** | **Date of next meeting** - To confirm the date of the next Parish Council meeting. |