

**BOWERS GIFFORD & NORTH BENFLEET PARISH COUNCIL ANNUAL MEETING  
TO BE HELD AT THE BENBOW CLUB, POUND LANE, BOWERS GIFFORD  
WEDNESDAY 31 MAY 2017  
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 Council Clerk

**AGENDA**

- 11/17 Introductions** - To welcome all to the Parish Council Annual meeting
- 12/17 Election of Chair.**
- 13/17 Declaration of Acceptance** - Signing of Declaration of Acceptance of Office by elected Chair.
- 14/17 Election of Vice-Chair.**
- 15/17 Apologies for absence.**
- 16/17 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.
- 17/17 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
- 18/17 Public Forum:** To enable residents to raise issues of concern with Parish Councillors (The time allowed for this item is 15 minutes)
- 19/17 Minutes of Parish Council meetings held on Wednesday 26<sup>th</sup> April 2017:** The Council to receive a copy of the Annual Parish Meeting minutes held on 26<sup>th</sup> April 2017 and approve the accuracy of the Parish Council Meeting minutes held subsequent to the aforesaid meeting.
- 20/17 Parish Clerks Report:** To report on business undertaken since the last meeting and agreed dates for Parish Council future meetings

**21/17 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:  
17/00557/FULL**

Proposed single storey side extension – Sunnyview, Osborne Road, Bowers Gifford, Basildon

**21/17/1 Planning decisions and comments** – To receive updates and comments on decisions in respect of planning applications discussed at previous meetings.

**22/17 Finance Report: The** Responsible Finance Officer to advise on:

- (i) The Parish Council's current financial position.
- (ii) The Internal Audit carried out on 10<sup>th</sup> May 2017 and any recommendations made by the Internal Auditor.
- (iii) To confirm the Parish Council's bank account signatories for 2017/18.

**23/17 Neighbourhood Planning:** To update on the progress of the Neighbourhood Development Plan.

**24/17 Flooding:** To minute discussions with Essex County Council and the Environment Agency in connection with finding solutions to flooding in the Parish.

**24/17 Changes to Local addresses:** To update on any progress to change the details of local postal addresses in the Parish

**25/17 Parish-in-Bloom:** To discuss holding the Parish-in-Bloom Event in 2017

**26/17 Date of next meeting** - To confirm the date of the next Parish Council meeting.