# **Birdbrook**

## PARISH COUNCIL

### Englewood · Dyers End · Stambourne · Essex, C09 4NE

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#### Clerk to the Council

##### Debbie Hilliard

1 March 2024

TO: THE MEMBERS OF BIRDBROOK PARISH COUNCIL

You are hereby summoned to attend the **MEETING** of the **BIRDBROOK PARISH COUNCIL,** which will be held on Tuesday 12 March 2024 at the **Community House, The Street, Birdbrook**, **at 7.00pm**, to transact the business shown in the Agenda below.

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. APOLOGIES FOR ABSENCE**

To receive any apologies for absence*.*

**2. OTHER ABSENCES**

 To note any absences for which no apology has been received*.*

**3. CONFIRMATION OF MINUTES**

(a) To agree as a correct record the minutes of the meeting held on Tuesday 9 January 2024 (copy attached).

(b) Matters arising, including Action List (below):-

**Action List**

|  |  |  |  |
| --- | --- | --- | --- |
| Minute | Action | Responsibility | Outcome |
| 24/3 | A1017/A1092/Clare Bridge – List of issues and evidence to be sent to Cllr Schwier | All PCs/Clerk to send | Clerk emailed 23 January 2024 . PCs copied in. |
| 24/8 | Parish Plan – Clerk to scan and circulate. Agenda next meeting | Clerk |  Scanned and emailed 2 Feb |
| 24/9 | Emergency Plan – Clerk to update and circulate. Agenda next meeting to adopt | Clerk |  Updated and circulated 2 Feb. |
| 24/10 | Steve to continue to try and get a copy of the constitution. Keep on the agenda. | SR/Clerk to agenda |   |

**4. DECLARATIONS OF INTEREST**

To receiveany 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.

**5. REPORT OF DISTRICT COUNCILLOR/COUNTY COUNCILLOR**

**6. MEMBERS’ REPORTS:-**

1. Pond
2. Parks
3. Chair’s Report
4. Highways Report
* Clare Bridge/A1092/A1017
1. Media
2. Social

**7.** **PLANNING**

* Jubilee Beacon

**8.**  **PARISH PLAN**

**9.** **EMERGENCY PLAN (previously circulated)**

**10.** **BIRDBROOK COMMUNITY HOUSE**

**11.** **FINANCE**

* Finance Report

**12. D-DAY COMMEMORATION**

**13.** **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.”*

**14.** **CONFIDENTIAL ITEMS**

**15.** **TIME, DAY AND DATE OF MEETINGS 2024**

9 January 2024

12 March 2024

7 May 2024 (APA and AGM)

9 July 2024

10 September 2024

12 November 2024

All are Tuesdays at 7pm in the Community House