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## PARISH COUNCIL

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

 ***Tel:*** 01440 785629 ***Email:*** debbiehilliard614@gmail.com

#### Clerk to the Council

##### Debbie Hilliard

3 March 2023

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 14 March 2023** at 7.00pm at Birdbrook Community House - 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 by prior arrangement with the Chair or Clerk

**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**

To agree as a correct record the minutes of the meeting held on Tuesday 10 January 2023 (copy attached).

**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. ACTION LIST**

|  |  |  |  |
| --- | --- | --- | --- |
| Minute | Action | Responsibility | Outcome |
| 23/03 | New parish councillors to complete Declaration of Business Interests and Acceptance of Office forms and return to Clerk.Clerk to notify BDC and EALC of new members. | New councillorsClerk | Forms given at meeting. |
| 23/05 | Clerk to confirm with Mrs Rhenius format of new email addresses.BALC – further info needed | ClerkClerk | Emailed Val 13/1Completed |
| 23/08 | Pond retaining wall – Clerk to contact ECCGrass Cutting – tender awaited from JBP Landscapes and parishioner and response from Trust a Trader. Agenda next meeting. | ClerkClerk to agenda | Emailed Dean Warren ECC Highways who was referred this matter from P Schwier 13/1Agenda item 8 |
| 23/09 | Planning –Jubilee Beacon application – land ownership. | Clerk to complete | Common land.  |
| 23/10 | Budget form – Clerk to return signed copy to BDC | Clerk | Completed |

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

**8.** **MEMBERS’ REPORTS:-**

1. Pond
2. Parks
* Grass Cutting contract – to consider quotes and agree contract. Two quotes received:
	+ Mr K Shears £415.00 per cut
	+ JPB Landscaping - £375.00
1. Chairman’s Report
2. Highways Report
* 20s Plenty (previously circulated)
* A1017/New England/Station Road (email from Mr W Brace previously circulated)
1. Media

**10. PLANNING**

* Proposed solar farm at Wixoe (to confirm requests have gone to West Suffolk CC to be consultee due to proximity and have contacted ECC Highways re impact on roads)

**11. CORONATION OF KING CHARLES III**

**12. EMERGENCY PLAN**

(Previously circulated)

**11. FINANCE**

* Financial Report (attached)

**12. CONFIDENTIAL ITEM**

 Exclusion of the public and the press.

**13. TIME, DAY AND DATE OF NEXT MEETINGS**

 9 May – Annual Parish Assembly and AGM

 4 July

 5 September

 14 November

 All Tuesdays at 7pm.