

## Bradwell with Pattiswick Parish Council

<b>Chairman</b>	<b>Parish Clerk &amp; Responsible Financial Officer:</b>
Cllr Tony Dunn Tel: 01376 331409	Mrs Christine Marshall Mill Cottage Church Road Bradwell Braintree Essex CM77 8EP Tel: 07933 306927  E-Mail: <a href="mailto:clerktohppc@outlook.com">clerktohppc@outlook.com</a> Website: <a href="https://e-voice.org.uk/bradwell">https://e-voice.org.uk/bradwell</a>

Date Issued: 3<sup>rd</sup> February 2021

Dear Councillor

I hereby give notice that you are summoned to attend the forthcoming Parish Council meeting of the Bradwell & Pattiswick Parish Council which will take place on **Monday 8<sup>th</sup> February 2021** via Zoom on-line **between 7.30pm and 8.30pm** for the purpose of transacting the business shown in the Agenda. The public and press are welcome to be present.

To join the meeting, please use the link below:

<https://us04web.zoom.us/j/72648287396?pwd=ZjZaWWx6dWIETVhIYm1DUCtIWFhBQT09>

Meeting ID: 726 4828 7396

Passcode: Tkrp5z

Many thanks

*Christine Marshall*

**Christine Marshall**

**PARISH CLERK & RESPONSIBLE FINANCIAL OFFICER**

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**AGENDA**  
**For the Parish Council meeting of Bradwell with Pattiswick Parish Council**  
**On Monday 3<sup>rd</sup> February 2021 at 7.30pm via Zoom on-line**

**Suspension of Policy**

For the purpose of virtual meetings, the following policy clauses will be suspended by resolution at the beginning of each virtual meeting.

**Standing Orders 3.E to 3.I public participation:**

- E. Members of the public who attend a meeting shall complete the Attendance Register provided at the start of a meeting.*
- F. Members of the public may make representations, answer questions and give evidence at a meeting which they are entitled to attend in respect of the business on the agenda. Unless specifically invited so to do, members of the public may speak during public time only, see 3.G.*
- G. The period of time designated for public participation at a meeting in accordance with Standing order 3.F above shall not exceed 15 minutes unless directed by the chairman of the meeting.*
- H. Subject to Standing order 3.G above, a member of the public shall not speak for more than 3 minutes.*
- I. In accordance with Standing order 3.F above, a question shall not require a response at the meeting nor start a debate on the question. The chairman of the meeting may direct that a written or oral response be given.*

**Public Participation**

The Parish Council meeting and meetings of its committees are not public meetings, they are meetings conducted in public, and there is no requirement in law to provide a public forum. As the council meets and makes its decisions in public and is committed to community engagement, the parish council invites members of the public to attend Parish Council meetings and contribute within the public forum. Please respect the fact that this is a meeting to conduct council business.

Councillors are not permitted to make representation in the Public Forum if they have disclosable pecuniary interests and/or other Pecuniary Interests on any items on the agenda as stated in the adopted Code of Conduct.

The Public Bodies (Admission to Meetings) Act 1960, as amended by the Openness of Local Government Bodies Regulations 2014 provides that a person may not orally report or comment about a meeting as it takes place if he/she is present at the meeting of the parish council or its committees, but otherwise may:

- a. Film, photograph or make an audio recording of a meeting;
- b. Use any other means for enabling persons not present to see or hear proceedings at a meeting as it takes place or later;
- c. Report or comment on the proceedings in writing during or after a meeting or orally report or comment after the meeting.

At the close of the Public Forum members of the public will no longer be permitted to address the council unless the Chairman deems it appropriate and adjourns the meeting. Members of the public are requested not to interrupt the proceedings of the meeting once the Public Forum period has ended.

The meeting will be held in accordance with BPPC Virtual Meeting Policy and during the meeting all persons other than the Chairman and Clerk will be muted unless required to speak at the direction of the Chairman.

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ITEM	PRESENTER	SUBJECT	STATUS
21/012	Chairman	<b>WELCOME AND APOLOGIES FOR ABSENCE:</b>	INFORMATION
21/013	All members	<b>DECLARATION OF INTERESTS</b> To receive any disclosable pecuniary interests or non-pecuniary interests, or interests relating to items on the agenda. Members of the council are subject to the Local Authorities Code of Conduct as adopted in May 2015.	DECISION
21/014	Chairman/Clerk	<b>PUBLIC PARTICIPATION SESSION WITH RESPECT TO ITEMS ON THE AGENDA AND OTHER MATTERS THAT ARE OF MUTUAL INTEREST</b> 1. The Clerk will read out any queries or questions submitted from the press and public under Public Participation on the agenda. All queries or questions must be received by the Clerk at least 24 hours before the meeting takes place. Anything received after that time for inclusion in the meeting will be at the decision of the Chairman. 2. Members of the public should be aware that any issues raised may not be commented on or debated by the Parish Council during the virtual meeting. The Chairman will indicate if the issue raised will be added to a future agenda or if it will be dealt with by the Clerk. 3. The Council reserves the right to decline any item deemed inappropriate for inclusion in the meeting. The Chairman of the meeting will direct whether or not the item may be included. 4. The agenda will indicate when the public participation will take place. 5. Questions and comments should address the business on the agenda, otherwise, and in most cases, the matter will be carried forward, without discussion, to the next meeting.  <b>When submitting a query</b> the member of the press or public will be required to: 1. Provide full name. 2. Confirm whether you are a registered Elector of Bradwell with Pattiswick Parish. 3. If you are not a registered elector, you will need to state the basis on which you are raising the issue.  Members of the public can remain to observe the remainder of the meeting with the exception of any closed items.	INFORMATION – RESPONSES TO BE PROVIDED OUTSIDE OF THIS MEETING
21/015	District Councillors	<b>COUNTY AND DISTRICT COUNCILLORS</b> i. To receive report from County Councillor James Abbott ii. To receive report from District Councillor Nick Unsworth or District Councillor Tom Walsh	INFORMATION
21/016	All members	<b>MINUTES OF THE VIRTUAL MEETINGS HELD JANUARY 2021 RESOLUTION:</b> To confirm the minutes of the Parish Council meeting held 11 <sup>th</sup> January 2021 as a correct record. Minutes to be signed by the Chairman outside of this meeting, adhering to Covid guidelines.	DECISION  ACTION
21/017	Cllr Kinder	<b>PLAYING FIELD</b> To receive playing field inspection report	INFORMATION
21/018	Footpaths' Officer	<b>FOOTPATHS</b> Note: ECC have erect public footpath signs to the rear of Rectory Meadow.	INFORMATION

		To receive Footpath Officer's report	
21/019	Chairman	<b>PLANNING MATTERS</b> <b>New Applications:</b> None advised  <b>Applications determined:</b> None advised  <b>Appeals received/determined:</b> None advised	
21/020	Clerk	<b>FINANCIAL MATTERS</b> a. To receive and approve financial statements to 31 <sup>st</sup> January 2021 b. To approve payments for January 2021 c. Cheques to be signed	DECISION DECISION ACTION
20/021	All	<b>Information Exchange and agenda items for next meeting</b>	INFORMATION
21/022	ALL MEMBERS	<b>NEXT PARISH COUNCIL MEETING</b> <b>The next Parish Council Meeting will be on Monday 8<sup>th</sup> March 2021 at 7.30pm via Zoom on-line meeting facility.</b> <b>Items for inclusion on the Agenda to be sent to the Parish Clerk to be received no later than 12 noon on <u>Friday 26<sup>th</sup> February 2021.</u></b>	INFORMATION

THIS NOTICE WAS ISSUED on 3<sup>rd</sup> February 2021, by:

Mrs Christine Marshall, Parish Clerk & Responsible Financial Officer, BRADWELL with PATTISWICK PARISH COUNCIL  
Mill Cottage, Church Road, Bradwell, Braintree, CM77 8EP Tel: 07933 306927 E-MAIL: clerktobppc@outlook.com

<b>PARISH COUNCIL MEETINGS 2021 (2nd Monday monthly)</b>			
MARCH	8	7.30pm	
APRIL	12	7.30pm	
MAY	10	6.00pm	Parish Assembly
		7.00pm	PC Annual General Meeting
		7.30pm	PC Meeting
JUNE	14	7.30pm	
JULY	12	7.30pm	
AUGUST			No meeting
SEPTEMBER	13	7.30pm	
OCTOBER	11	7.30pm	
NOVEMBER	8	7.30pm	
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