

**AGENDA**  
**For the Annual Parish Council meeting of Bradwell with Pattiswick Parish Council**  
**On Monday 15<sup>th</sup> May 2023 in the Village Hall, Church Road, Bradwell at 7.30pm**

ITEM	PRESENTER	SUBJECT	STATUS
23-4/014	Chairman	Welcome and apologies for absence	INFORMATION
23-4/015	Chairman	<b>PUBLIC PARTICIPATION SESSION WITH RESPECT TO ITEMS ON THE AGENDA FOR THE ANNUAL PARISH COUNCIL MEETING ONLY</b> Councillors are no longer 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 maximum time allowed for the public to participate, as stated in the Bradwell with Pattiswick Parish Council Standing Orders, is 15 minutes in total with each person being invited to speak for a maximum of 3 minutes. <b>At the close of this item members of the public will no longer be permitted to address the council unless the Chairman deems it appropriate and adjourns the meeting.</b>	INFORMATION
23-4/018	Chairman	<b>OUTGOING CHAIRMAN'S REPORT</b>	INFORMATION
23-4/019	Chairman	<b>TO ELECT THE CHAIRMAN OF THE PARISH COUNCIL</b>	DECISION
23-4/020	Chairman	<b>CHAIRMAN'S DECLARATION OF OFFICE</b>	SIGNATURE
23-4/021	Chairman	<b>TO ELECT THE VICE-CHAIRMAN OF THE PARISH COUNCIL</b>	DECISION
23-4/022	Vice-Chairman	<b>VICE-CHAIRMAN'S DECLARATION OF OFFICE</b>	SIGNATURE
23-4/023	Clerk	<b>DECLARATIONS OF ACCEPTANCE OF OFFICE</b> a. To confirm all Members present have signed the form b. To confirm that any Member not present will be able to sign the form outside of this meeting.	SIGNATURES  DECISION
23-4/024	Clerk	<b>REGISTER OF INTERESTS</b> a. To confirm all Members present have checked existing Declarations of Interest forms for any amendments required b. To confirm that any Member not present will be able to complete the Declaration of Interest form outside of this meeting.	INFORMATION  INFORMATION
23-4/025	Clerk	<b>CONSENT FORMS</b> a. To confirm all Members present have signed the consent form to receive Council Summons, Agenda and other documents by e-mail. b. To confirm that any Member not present will be able to sign the form outside of this meeting.	INFORMATION  INFORMATION
23-4/026	Clerk	<b>BANK MANDATE</b> a. To confirm bank account. b. To confirm any amendments required to bank mandate	INFORMATION  DECISION
23-4/027	Clerk	<b>ANNUAL RETURN 2022/23</b> a. To receive the draft Annual Return 2022/23 b. <b>Resolution</b> – To approve the Risk Management Policy and identified risks c. <b>Resolution</b> – To approve the Asset Register at 31/03/2023	INFORMATION DECISION  DECISION
23-4/028	Chairman	<b>EMPLOYMENT COMMITTEE</b>	

		<ul style="list-style-type: none"> <li>a. To elect Employment Committee members</li> <li>b. To elect Employment Committee Chairman</li> </ul>	<p>DECISION DECISION</p>
<b>23-4/029</b>	<b>Chairman</b>	<p><b>COMMITTEES</b> To agree any other Committees that may be required and to elect members and Chairman.</p>	DECISION
<b>23-4/030</b>	<b>Chairman</b>	<p><b>VILLAGE HALL</b> To elect Village Hall Representative.</p>	DECISION
<b>23-4/031</b>	<b>Chairman</b>	<p><b>PUBLIC FOOTPATHS</b> To elect Public Footpath's Officer</p>	DECISION
<b>23-4/032</b>	<b>Chairman</b>	<p><b>PLAYING FIELDS OFFICER</b> To elect Playing Field's Officer</p>	DECISION
<b>23-4/033</b>	<b>Chairman</b>	<p><b>EMERGENCY PLANNING</b> To elect Community Emergency Co-ordinator</p>	DECISION
<b>23-4/034</b>	<b>Chairman</b>	<p><b>REPRESENTATIVES</b> To elect representatives for the following external meetings/bodies</p> <ul style="list-style-type: none"> <li>a. Rural Community Council</li> <li>b. Braintree Association of Local Councils</li> <li>c. Integrated Waste Management Site Liaison Group</li> <li>d. Bradwell Quarry Liaison Committee</li> <li>e. A120 Braintree Community Engagement Forum</li> <li>f. Highways (Local Highways Panel and Highways Agency)</li> <li>g. Transport</li> <li>h. Holy Trinity Church</li> <li>i. Flooding</li> </ul>	DECISION
<b>23-4/035</b>	<b>Chairman</b>	<b>Annual Meeting closed.</b>	

THIS NOTICE WAS ISSUED on 9<sup>th</sup> May 2023, 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: [clerktohppc@outlook.com](mailto:clerktohppc@outlook.com)

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