**Bradwell with Pattiswick Parish Council**

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| **Chair: Cllr Tony Dunn** 🕿: 01376 331409 | **Clerk & RFO: Mrs Nicki Watkins**Bradwell Village HallChurch RoadBradwellBraintreeEssex CM77 8EP🕿: 07561 155328**clerktobppc@outlook.com**[**www.e-voice.org.uk/Bradwell**](http://www.e-voice.org.uk/Bradwell)Date Issued: 18 June 2024 |

Dear Councillor

I hereby give notice that you are summoned to attend the Extraordinary Parish Council meeting of the Bradwell & Pattiswick Parish Council.

This will take place on **Monday 24 June 2024, in the Village Hall, Church Road, Bradwell at 7.30pm** for the purpose of transacting the business shown on the agenda.

The public and press are welcome to be present.

**Nicki Watkins**

Mrs Nicki Watkins, Clerk & RFO to Bradwell with Pattiswick Parish Council

**AGENDA**

**For the Extraordinary Parish Council meeting of the Bradwell with Pattiswick Parish Council on 24 June 2024, in Bradwell Village Hall, Church Road, Bradwell at 7.30pm**

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| **ITEM** | **PRESENTER** | **SUBJECT** | **STATUS** |
| **24-5/083** | **Chair** | **WELCOME AND APOLOGIES****To receive** and **accept** any apologies for absence. | **INFORMATION** |
| **24-5/084** | **All Members** | **DECLARATION OF INTERESTS****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 2024. | **INFORMATION** |
| **24-5/085** | **Chair** | **PUBLIC PARTICIPATION SESSION WITH RESPECT TO ITEMS ON THE AGENDA AND OTHER MATTERS THAT ARE OF MUTUAL INTEREST**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 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 takes 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.

**When submitting a query,** 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 except for any closed items. | **INFORMATION** |
| **24-5/086** | **Clerk**  | **ANNUAL GOVERNANCE AND ACCOUNTABILITY** **RETURN 2023-24** 1. To **receive** the Annual Governance and Accountability Return

2023/24, including the internal Auditor’s Report1. Resolution - To **approve** and **sign** Section 1, the Annual

Governance Statement 2023/241. Resolution - To **approve** and **sign** Part 2, Certificate of

Exemption, of the Annual Governance and Accountability Return 2023/24 1. Resolution - to **approve** notice of public rights and publication of Annual Governance & Accountability Return (Exempt Authority)
 | **INFORMATION /** **DECISION / ACTION** |
| **24-5/087** | **Chair** | **GRANT FOR THE NEIGHBOURHOOD PLAN REFRESH**To **consider** applying for a grant to assist in funding the cost of the 2024 Neighbourhood Plan refresh.  | **DISCUSSION / DECISION** |
| **24-5/088** | **Chair** | **INFORMATION EXCHANGE & AGENDA ITEMS FOR THE NEXT MEETING**To **receive and consider** future Agenda items. | **INFORMATION** |
| **24-5/089** | **Chair** | **NEXT PARISH COUNCIL MEETING** 1. The next **Parish Meeting** will be held on **Monday 8 July 2024** at 7.30pm in the Village Hall, Bradwell
2. Items for inclusion in the July agenda to be sent to the Clerk no later than 12 noon on **Friday 28 June 2024.**
 | **INFORMATION / ACTION** |

**Parish Council Meetings 2024**:

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| 08 January  |  | **8 July** |
| 12 February  |  | August – No Meeting |
| 11 March |  | 9 September  |
| 8 April |  | 14 October |
| 13 May – Annual Parish Meeting, Annual Parish Council Meeting, Parish Council Meeting |  | 11 November |
| 10 June |  | 9 December |

**THIS NOTICE WAS ISSUED** on 18 June 2024, by Mrs Nicki Watkins, Clerk & RFO Bradwell with Pattiswick Parish Council

Bradwell Village Hall, Church Road, Bradwell, Braintree, CM77 8EP.

 Tel: 07561 155328 e-mail: clerktobppc@outlook.com