

Members of Little Burstead Parish Council are hereby summonsed to attend **LITTLE BURSTEAD PARISH COUNCIL MEETING** to be held at the Village Hall on **WEDNESDAY 14TH JULY 2021** commencing at 7.30 p.m. for the transaction of business as set out below. Members of the public and press are cordially invited to attend.



Mrs Stephanie Robinson
Clerk to Little Burstead Parish Council

AGENDA

21/22.028 Public participation session with respect to items on the agenda and other matters that are of mutual interest.

21/22.029 To receive Members' Declarations of Interest in items on the agenda.

21/22.030 Minutes

Members to consider and approve the Minutes of the Annual Parish Council Meeting held on Monday, 21st June 2021

21/22.031 Clerk's report

21/22.032 Finance

- a) To approve and sign payments at this meeting.
- b) To review and approve the accounts and bank reconciliation for July 2021.

21/22.033 Internal Audit Report

- Members to note the conclusion of the Internal Audit.
- Members to review the Internal Auditors Report and decide whether to adopt the recommendations made therein.

21/22.034 Appoint Internal Auditor for 2021/22

Members to decide who to appoint as Internal Auditor for 2021/22

21/22.035 Annual Accounting Statement

- Members to consider the amended Accounting Statement (Section 2 of the Annual Return) prepared and signed by the RFO, in accordance with recommendations made by the Internal Auditor.
- Members to review and approve the proposed Accounting Statement to be signed by the Chairman and Minuted accordingly.

21/22.036 Exemption Certificate

- Members to consider the amended Exemption Certificate prepared and signed by the RFO, in accordance with the recommendations made by the Internal Auditor
- Members to review and approve the proposed Exemption Certificate to be signed by the Chairman and Minuted accordingly.

21/22.037 Planning

To consider and approve a list of planning applications below received since the last meeting and decided under delegated decisions by the Clerk.

To consider any planning applications received which have not yet been responded to.

Planning Applications received after this Agenda has been published but before the date of the meeting will be added as appropriate.

Planning App. No.	Address	Planning Details
21/00678/FU LL	Westview The Chase Little Burstead Billericay	Single storey rear extension
21/00963/FU LL	St Margarets Farm Botney Hill Road Billericay Essex CM12 9SJ	Erection of single storey side extensions, two storey rear extension, side dormer and front porch

21/22.038 Representative for ABLC executive committee

Members to appoint a representative for the Parish council on the ABLC executive committee.

21/22.039 Items for the next agenda.

Members to note the next meeting will be Wednesday 8th September at the Village hall.

Email: littlebursteadpc@gmail.com Text:

All agendas and minutes can be viewed on the Parish Council's website

<https://e-voice.org.uk/lbpc>