

Members of Little Burstead Parish Council are hereby summonsed to attend **LITTLE BURSTEAD ANNUAL PARISH COUNCIL MEETING** to be held at the Village Hall on **FRIDAY 21<sup>st</sup> July 2023** commencing at 5.00 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**

### **23/24.020 Public Participation**

This is the opportunity for members of the public to bring any items of interest to the attention of the parish council

### **23/24.021 Apologies for absence**

### **23/24.022 To receive Members' Declarations of Interest in items on the agenda.**

### **23/24.023 Minutes**

Members to consider and approve the Minutes of the Ordinary Parish Council Meeting held on Friday, 12<sup>th</sup> May 2023.

### **23/24.024 Clerk's report**

### **23/24.025 Finance**

- a) To approve and sign payments at this meeting.
- b) Members to approve the accounts/bank reconciliation for July 2023.

### **23/24.026 Internal Audit report**

- Members to note that the internal audit for 2022/23 is now complete
- Members to decide whether or not to adopt the recommendations made in the Internal audit report.

### **23/24.027 Appointment of internal auditor for 2023/24**

- Members to consider and decide who they wish to appoint as internal auditor for 2033/24

### **23/24.028 Risk Assessment**

Members to review the risk assessment for the council and decide if any alterations need to be made.

**23/24.029 Planning**

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

<b>Planning App. No.</b>	<b>Address</b>	<b>Planning Details</b>	<b>PC Comments</b>
23/00829/V AR	Lyndhurst Broomhills Chase Billericay Essex	<b>Variation of Condition 2 (approved plans) of planning permission 22/01148/PIPTDC</b>	No objections
23/00681/P ACU	- Little Burstead Farm Shop Tye Common Road Little Burstead Billericay	<b>Prior approval application for a proposed change of use of two agricultural buildings for use as a day nursery (Class E(f)) of The Town and Country Planning (General Permitted Development) (England) Order 2015 (as amended) - Schedule 2, Part 3, Class R.</b>	No objections as long as no parking on the road

To consider Planning Applications received prior to the meeting.

None

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

**22/23.030 Reports from Councillors/Borough and County councillors.****22/23.031 Items from Councillors to be added to the next Agenda.**

Email: [littlebursteadpc@gmail.com](mailto:littlebursteadpc@gmail.com) Text:

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

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