

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 **MONDAY 24TH MAY 2021** commencing at 7.00 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

21/22.001 To elect a Chairman

21/22.002 To receive the Chairman's Declaration of Acceptance of Office

21/22.003 To elect a Vice Chairman

21/22.004 To receive the Vice Chairman's Declaration of Acceptance of Office

21/22.005 Apologies for absence

21/22.006 Public participation session with respect to items on the agenda and other matters that are of mutual interest.

21/22.007 To receive Members' Declarations of Interest in items on the agenda.

21/22.008 Minutes

Members to consider and approve the Minutes of the Ordinary Parish Council Meeting held on Wednesday, 10th March 2021

21/22.009 Co-option

Members to consider any applications to join the parish council and decide by vote whether to co-opt them to the parish council

21/22.010 Clerk's report

21/22.011 Finance

- a) To approve and sign payments at this meeting.
- b) Members to approve the accounts/bank reconciliation for May 2021.

21/22.012 Annual Governance Statement

- Following the annual review of the effectiveness of its systems of internal control, Members to consider and complete the draft Annual Governance Statement (Section 1 of the Annual Return).
- Members to review the proposed Section 1 and approve the Annual Return 2020/21 and sign the Annual Governance Statement. All agreed.

21/22.013 Annual Accounting Statement

- Members to consider the Accounting Statement (Section 2 of the Annual Return) prepared and signed by the RFO.
- Members to review and approve the proposed Accounting Statement to be signed by the Chairman and Minuted accordingly. All agreed

21/22.014 Planning

To consider a list of planning applications below received since the last meeting. 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
21/00736/F ULL	6 - 7 The Cottage Laindon Common Road Billericay Essex CM12 9SY	Proposed demolition of existing house and surrounding outbuildings and erection of a new dwelling with open car port

21/22.015 Fingerpost and stile near Rectory

Members to discuss and decide what action if any needs to be taken with regards to the Stile and Fingerpost near the Rectory.

21/22.016 Online banking

Members to discuss and decide if they wish to move the parish council's banking arrangement to Unity online banking at a cost of £6/month.

21/22.017 Reports from Councillors/Borough and County councillors.**21/22.018 Items from Councillors to be added to the next Agenda.****21/22.019 Meeting dates**

Members to discuss and agree meeting dates for the rest of the year.

Email: littlebursteadpc@gmail.com Text:
All agendas and minutes can be viewed on the Parish Council's website
<https://e-voice.org.uk/lbpc>