

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 12TH MAY 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

- 23/24.001 To elect a Chairman**
- 23/24.002 To receive the Chairman's Declaration of Acceptance of Office**
- 23/24.003 To elect a Vice Chairman**
- 23/24.004 To receive the Vice Chairman's Declaration of Acceptance of Office**
- 23/24.005 Apologies for absence**
- 23/24.007 To receive Members' Declarations of Interest in items on the agenda.**
- 23/24.008 Minutes**
Members to consider and approve the Minutes of the Ordinary Parish Council Meeting held on Friday, 10th March 2023.
- 23/24.010 Clerk's report**
- 23/24.011 Finance**
- a) To approve and sign payments at this meeting.
 - b) Members to approve the accounts/bank reconciliation for May 2023.
- 23/24.012 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 2022/23 and sign the Annual Governance Statement.
- 23/24.013 Annual Accounting Statement**
- Members to consider the criteria for filing an Exemption Certificate and decide whether they wish to certify themselves as exempt from a limited assurance review.
 - 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.

23/24.014 Planning

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

Planning App. No.	Address	Planning Details	PC Comments
23/00395/F ULL	Oak Croft Green Lane Billericay CM12 9TT	Proposed two storey rear extension with rooflight.	No comments – leave it to planning dept.
23/00429/F ULL	Barn Cottage Tye Common Road Little Burstead Billericay	Proposed extensions with internal and external alterations	No – overdevelopment in a conservation area and in close proximity to listed building Stockwell Hall.

To consider Planning Applications received prior to the meeting.

Planning App. No.	Address	Planning Details	PC Comments
23/00575/FULL	The Dukes Head Laindon Common Road Billericay Essex	Woven fabric canopy on timber support posts to side of premises	

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

23/24.015 Dunton Road Car Boot Sale

Members to discuss and decide what to do regarding the traffic problems caused by the car boot sale on the Dunton Road.

22/23.018 Reports from Councillors/Borough and County councillors.**22/23.019 Items from Councillors to be added to the next Agenda.**

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