

**LITTLE YELDHAM, TILBURY JUXTA CLARE AND OVINGTON
PARISH COUNCIL**

Adrian Corder-Birch, D.L., F.S.A.,
Clerk to the Parish Council

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Rustlings,
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27th April 2021

Dear Councillors,

I hereby give you notice that the Annual Parish Council Meeting will take place by Zoom Teleconferencing Service on Tuesday, 4th May 2021 at 8pm.

Adrian Corder-Birch
Clerk to the Parish Council

AGENDA

1. Apologies for Absence
2. To co-opt Councillor to fill casual vacancy for Tilbury Juxta Clare
3. Declaration of Acceptance of Office of new Councillor
4. Election of Chairman
5. Declaration of Acceptance of Office of Chairman
6. Election of Vice Chairman
7. Members Declarations - to declare the existence and nature of any Disclosable Pecuniary Interest, other Pecuniary Interest or Non Pecuniary Interest relating to items on the agenda having regard to the Code of Conduct for Members
6. Election of representatives to other organisations:
 - (a) Little Yeldham Village Hall Committee
 - (b) Belchamp St. Paul Community House
 - (c) Airfield Joint Action Group and BDC Airfield Liaison Group
 - (d) EALC and BALC
 - (e) Public Rights of Way
 - (f) Tree Wardens
 - (g) Planning
 - (h) Emergency Planning
 - (i) Highway defects

7. Election of PC Data Controller under GDPR
8. To approve minutes of previous Parish Council Meeting held on 9th March 2021 (previously circulated).
9. Matters arising from those minutes
10. Correspondence (list to follow)
11. Accounts
12. To approve accounts for year 2020-2021
13. To approve accounting statements on annual return for 2020-2021
14. To confirm compliance with the annual governance statement for 2020-2021.
15. To certify exemption from a limited assurance review of accounts for 2020-2021
16. Annual reminder to review Register of Member's Personal Interests forms
17. Report of Webinar held 25th March 2021 to help Local Councils secure external funding for large projects.
18. To consider donation or item in memory of Mr. Peter Clayton.
19. Report of BALC Zoom meeting held 15th April 2021
20. To consider approval of the following General Data Protection Regulation (GDPR) documents:
 - a. The General Data Protection Policy for the Parish Council
 - b. The GDPR Security Compliance Checklist
 - c. The Parish Council Document Retention Policy
21. To consider making representations to BDC on behalf of the Trustees of Belchamp Community House (please see email of 26th April 2021 with attachments).
22. To consider making representations to ECC Highways and (new) County Councillor regarding continuing problem of blocked drains in highways in (a) Ovington (b) Little Yeldham and (c) North End.
23. Braintree District Council Report
24. Any other business (at the discretion of the Chairman and time permitting)

Please note that the next meeting of the Parish Council will take place on Tuesday, 27th July 2021 at 8pm at the Village Hall, Little Yeldham.