

**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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Essex.
CO9 2QL

2nd May 2023

Dear Councillors,

I hereby give you notice that the Annual Parish Council Meeting will take at the Village Hall, Little Yeldham on Tuesday, 9th May 2023 at 8pm.

Adrian Corder-Birch
Clerk to the Parish Council

AGENDA

Public comment and questions (limited to ten minutes).

1. Apologies for Absence
2. Declaration of Acceptance of Office of seven elected Councillors.
3. To co-opt (a) two Councillors for Little Yeldham; and (b) two Councillors for Tilbury Juxta Clare
4. Declaration of Acceptance of Office of four co-opted Councillors.
5. Election of Chairman
6. Declaration of Acceptance of Office of Chairman
7. Election of Vice Chairman
8. 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
9. Election of representatives to other organisations:
 - (a) Little Yeldham Village Hall Committee
 - (b) Belchamp St. Paul Community House for (a) Tilbury Juxta Clare and (b) Ovington
 - (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
- 10. Election of PC Data Controller under GDPR
- 11. To approve minutes of previous Parish Council Meeting held on 14th March 2023 (previously circulated).
- 12. Matters arising from those minutes
- 13. Correspondence (list to follow)
- 14. Accounts
- 15. To approve accounts for year 2022-2023
- 16. To approve accounting statements on annual return for 2022-2023
- 17. To confirm compliance with the annual governance statement for 2022-2023.
- 18. To certify exemption from a limited assurance review of accounts for 2022-2023
- 19. To appoint two additional Councillors as signatories on the Parish Council's Bank Account.
- 20. Reminder to complete Register of Member's Personal Interests forms
- 21. Annual reminder to destroy relevant documentation in accordance with (GDPR) General Data Protection Regulation (DP)
- 22. Annual review of Standing Orders, Financial Regulations and Safeguarding Policy.
- 23. To consider hiring skip or amenity vehicle for Tilbury Juxta Clare
- 24. Little Yeldham Recreation Ground Committee report (MP)
- 25. To consider quote(s) for one 2.25m Prunus Kanzan (Ornamental - Flowering Cherry) for Little Yeldham Recreation Ground
- 26. To consider new notice board for Ovington.
- 27. Essex County Council Report (PS) and highway issues.
- 28. Braintree District Council Report (IP)
- 29. 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, 18th July 2023 at 8pm at the Village Hall, Little Yeldham.