

**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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15th May 2024

Dear Councillors,

I hereby give you notice that the Annual Parish Council Meeting will take at the Village Hall, Little Yeldham on Tuesday, 21st May 2024 at 7pm.

Adrian Corder-Birch
Clerk to the Parish Council

AGENDA

Public comment and questions (limited to ten minutes).

1. Apologies for Absence
2. To co-opt Councillor to fill Casual Vacancy for Little Yeldham
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
8. Election of Little Yeldham Recreation Ground Committee (comprising five Parish Councillors including the Chairman and Vice Chairman together with two members of the public)
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 Parish Council Meeting held on 12th March 2024 (previously circulated).
 12. Matters arising from those minutes
 13. Correspondence (list to follow)
 14. Accounts
 15. Report of Internal Audit and requirement for External Audit
 16. To approve accounts for year 2023-2024 (previously circulated)
 17. To approve accounting statements on annual return for 2023-2024
 18. To confirm compliance with the annual governance statement for 2023-2024.
 19. Reminder to review Register of Member's Personal Interests forms and to notify Braintree District Council of any changes
 20. Annual reminder to destroy relevant documentation in accordance with General Data Protection Regulations (DP)
 21. Annual review of Standing Orders, Financial Regulations, Code of Conduct and Safeguarding Policy.
 22. Little Yeldham Recreation Ground Committee report (MP)
 23. To consider Ovington joining P3 (Parish Paths Partnership) (LL)
 24. Report of Zoom Meeting with Cllr. P. Schwier on 8th April 2024 regarding highway issues (LL, SH & DP)
 25. To consider Cllr. Schwier's recommendation to commission an independent traffic survey through Ovington costing £325 (LL & SH)
 26. Proposed weight and width restriction limits from Great Yeldham to Clare through Tilbury Juxta Clare and Ovington (DP)
 27. Essex County Council Report (PS) and other highway issues.
 28. Braintree District Council Report (IP)
 29. Any other business (at the discretion of the Chairman and time permitting), agenda items for next meeting and exchange of information only.

Please note that the next meeting of the Parish Council will take place on Tuesday, 30th July 2024 at 7pm at the Village Hall, Little Yeldham.