

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

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

Tel: 01787-472945
Email: clerk.ly.tjc.o.pc@gmail.com

Rustlings,
Howe Drive,
HALSTEAD,
Essex.
CO9 2QL

6th May 2026

Dear Councillors,

I hereby give you notice that the Annual Parish Council Meeting will take at the Village Hall, Little Yeldham on Tuesday, 12th May 2026 at 7pm.

Adrian Corder-Birch
Clerk to the Parish Council

AGENDA

Public comment and questions (limited to ten minutes).

1. Apologies for Absence
2. Election of Chairman
3. Declaration of Acceptance of Office of Chairman
4. Election of Vice Chairman
5. 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. To consider dissolution of Little Yeldham Recreation Ground Committee, having completed its objectives. If approved electing one or two councillors as LYRG representatives on the Parish Council. If not approved electing LYRG Committee (comprising five Parish Councillors including the Chairman and Vice Chairman together with two members of the public)
7. 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
8. Election of PC Data Controller under GDPR
 9. To approve minutes of Parish Council Meeting held on 10th March 2026 (previously circulated).
 10. Matters arising from those minutes
 11. Correspondence
 12. Accounts and review of Clerk's salary
 13. Report of Internal Audit of accounts for year 2025-2026
 14. To approve accounts for year 2025-2026 (previously circulated)
 15. To approve accounting statements on annual return for 2025-2026
 16. To confirm compliance with the annual governance statement for 2025-2026.
 17. Reminder to review Register of Member's Personal Interests forms and to notify Braintree District Council of any changes
 18. Annual reminder to destroy relevant documentation in accordance with General Data Protection Regulations (DP)
 19. Annual review of Standing Orders, Financial Regulations, Code of Conduct, Risk Assessments for Volunteers, Health & Safety Policy and Safeguarding Policy.
 20. To consider quote for memorial bench on Little Yeldham Recreation Ground (MP)
 21. To consider quotes for replacement woodwork on pump house at North End (KC)
 22. Essex County Council Report (PS) and other highway issues.
 23. Braintree District Council Report (IP)
 24. Local Government Re-organisation and Devolution
 25. 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, 7th July 2026 at 7pm at the Village Hall, Little Yeldham.