



BIRCH PARISH COUNCIL

Clerk – Angela Balcombe

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Councillors are hereby summoned to attend a meeting of Birch Parish Council which will be held on Tuesday 7 May 2024 at Birch Memorial Hall, Birch Street at 7.30pm for the purpose of transacting the business set out on the attached agenda.

SIGNED (CLERK):  DATE: 29 April 2024

THE PRESS & PUBLIC ARE WELCOME TO ATTEND

AGENDA

24/54. ELECTION OF CHAIRMAN.

To elect a Chairman for 2024/25.

- The Chairman to sign the Declaration of Acceptance of Office of Chairman.

24/55. ELECTION OF VICE-CHAIRMAN.

To elect a Vice-Chairman for 2024/25.

24/56. CHAIRMAN'S WELCOME.

24/57. APOLOGIES FOR ABSENCE.

To receive and accept apologies for absence.

24/58. MINUTES OF THE LAST MEETING.

To approve the minutes of 2 April 2024 as a correct record of events.

24/59. DECLARATION OF INTERESTS.

To declare any Disclosable Pecuniary, Other Pecuniary or Non-Pecuniary Interests on any matters covered by this agenda.

24/60. PUBLIC PARTICIPATION.

The public may ask questions relating to the work and services of the Council. Questions cannot always be answered at the meeting but will be dealt with appropriately. If any question is to be discussed by Councillors it will be added to the agenda for the next Council Meeting.

24/61. PROGRESS CHECK.

A brief update on any actions from the last meeting.

- **Village Gateways** - a Highways Officer has confirmed that applications to the Local Highways Panel must come directly from the County Councillor on behalf of the Parish Council.

24/62. FINANCE.

Payments made / money received:
101903 £423.10 A Balcombe (Clerks Salary/Expenses).
101904 £665.12 Clear Insurance Management (Annual Insurance Premium).
101905 £TBA The Turf Guy (Grass Cutting)

Income £9,566.00 Precept - First Instalment.

24/63. ACCOUNTS YEAR ENDING 2023/24.

As the gross income/expenditure for 2023/24 is above £25,000, the Council must complete the Annual Governance and Accountability Return 2022/23 Form 3 which must be externally audited.

The Chairman and Responsible Financial Officer to sign:

- (i) Annual Governance Statement.
- (ii) Accounting Statements.

24/64. PLAY AREA.

- Monkey Challenge Climbing Wall.

24/65. PLANNING.

No planning applications received as at 29 April 2024.

24/66. CORRESPONDENCE TO NOTE.

Birch Church - copy of an email sent to the CEO, Diocese of Chelmsford.

24/67. PARISH COUNCILLOR REPORTS / NEXT AGENDA ITEMS ONLY.

24/68. MEETING DATES 2024.

4 June, 2 July, 3 September, 1 October, 5 November (Budget Meeting),
3 December.

CLOSE OF MEETING