



BURGH LE MARSH TOWN COUNCIL

27th April 2022

DEAR COUNCILLOR,

YOU ARE HEREBY SUMMONED TO ATTEND A MEETING OF THE BURGH LE MARSH TOWN COUNCIL ON:

Tuesday 3rd May 2022 at 7.00pm
Postponed council meeting from Tuesday 26th April 2022.

**Burgh le Marsh Town Council,
Tinkers Green, Jacksons Lane, Burgh le Marsh.**

THE BUSINESS TO BE DEALT WITH IS LISTED IN THE **AGENDA ENCLOSED**

YOURS SINCERELY

KELLY STEVENSON, TOWN CLERK

IMPORTANT NOTES

- 1. There is a preceding Planning Committee meeting at 6.00pm .**
- 2. There will be an opportunity for prayer prior to the start of the meeting.**
- 3. The purpose of the public session is simply to take statements or questions from members of public for handling in future or immediate assignment to the Clerk and not for discussion presently.**

TOWN CLERK: K. STEVENSON. BURGH LE MARSH TOWN COUNCIL OFFICE, TINKERS GREEN,
JACKSONS LANE, BURGH LE MARSH, PE24 5LA

TEL: 01754 811218 Email: burghlemarshclerk@btconnect.com

Public Session

1. Receive apologies.
2. Chairman's remarks.
3. Report from representatives of our outside bodies.
4. Pursuant to the Localism Act 2011: Receive declarations of interest in accordance with the act.
5. Approve and adopt as minutes the notes from the meetings held as follows:
 1. Planning Committee Meeting 22nd March 2022
 2. Town Council Meeting 29th March 2022
 3. Planning Committee Meeting 5th April 2022
 4. Open Spaces Committee Meeting 5th April 2022
6. Consider and note financial matters for April 2022.
 1. Approve payment schedule for April 2022 (see appendix 1)
 2. Note financial position and reserve funds (see appendix 2)
7. Consider and note Clerk's report (See appendix 3)
8. Vote and agree on a date for the Annual Parish Meeting and Annual Meeting of the Town Council. (see appendix 4).
9. Consider request to place a memorial bench at Windmill Drive / Elm Crescent and note requirements of LCC. (See appendix 5)
10. Update on the asset transfer of the public toilets and Market Place (see appendix 6)
11. Update on council events:
 1. Jubilee Celebrations 2nd and 5th June 2022 (see appendix 7)
 2. Picnic in the Park 6th August 2022. (See appendix 8)
- 12 Consider nominations received and make recommendations for a Community Award. (See appendix 9)
- 13 Correspondence Schedule (See appendix 10)
- 14 Exclude press and public pursuant to the Public Bodies (Admission to Meetings) Act 1960 due to the confidential nature of the following business to be discussed.
- 15 Receive update on personnel and staffing salaries. (See appendix 11)

Appendix Schedule

1. April 2022 Payment schedule
2. Council funds
3. Clerks Report
4. Date for Annual Parish Meeting & Annual Town Council Meeting.
5. Memorial Bench – Windmill Drive / Elm Crescent.
6. Update on Asset Transfer – solicitors' correspondence
7. Jubilee Celebration – update.

8. Picnic in the park update (see appendix 8)
9. Community award nominations
10. Correspondence schedule.