



BURGH LE MARSH TOWN COUNCIL

20th September 2023

DEAR COUNCILLOR,

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

**Tuesday 26th September 2023 at 7.00pm
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

- 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

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Public Session

1. Receive apologies.
2. Receive declarations of interest under the Localism Act 2011, being any pecuniary interest in agenda items not previously recorded on Members' Register of Interests and any written requests for dispensation.
3. Chairman's remarks.
4. Approve and adopt as minutes the notes from the meeting held on 12th September 2023.
5. Discuss any matters relating to the District and County Council Representatives. Review alongside matters previously reported at public sessions (see appendix 1)
6. Consider and comment on the following Planning Matters:
 1. Planning correspondence received:(see appendix 2)
7. Consider financial matters:
 1. Approve payment schedule for September 2023 (see appendix 3)
 2. Approve council's financial position at 26/09/2023 (see appendix 4)
8. Consider Clerks report and outstanding tasks (see appendix 5)
9. Consider and vote on working group recommendations for a Notice Board and Parish Map in the Market Place (see appendix 6)
10. Consider and vote on working group recommendations for adult gym equipment at Tinkers Greens (see appendix 7)
11. Consider and vote on purchase of maintenance equipment required (see appendix 8)
12. Review of the Market Place Public Toilets and vote on purchase of new signs (see appendix 9)
13. Review of village maintenance requirements: (see appendix 10)
 1. Cleaning / powder coating of railings on Cock Hill and High Street
 2. Grass Cutting contracts and requirements for 2024.
 3. Update on library building roof.
14. Correspondence Schedule (see appendix 11)

Appendix Schedule

- 1 Schedule of reports from public sessions
- 2 Planning correspondence
- 3 September 2023 payment schedule
- 4 Council funds and reports – September 2023.
- 5 Clerks Report on outstanding tasks.
- 6 Recommendations for Notice Board and Parish Map (quote – provided at the meeting)
- 7 Recommendation for adult gym equipment (quote provided at the meeting)
- 8 Requirements for maintenance equipment
- 9 Signage requirements for the public toilets, Market Place.
- 10 Village Maintenance requirements
- 11 Correspondence Schedule.