



BURGH LE MARSH TOWN COUNCIL

19th May 2026

DEAR COUNCILLOR,

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

Tuesday 26th May 2026 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

- 1. There will be an opportunity for prayer prior to the start of the meeting.**
- 2. 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

+1TEL: 01754 811218 Email:

1. Election of Chairman (Mayor) for 26/27
2. Signing of Chairman's Declaration
3. Election of Deputy Chairman (Deputy Mayor) for 26/27
4. Signing of the Deputy Chairman's Declaration.
5. Receive apologies.
6. Receive declarations of interest under the Localism Act 2011, being any pecuniary interest on agenda items not previously recorded on Members' Register of Interests and any written requests for dispensation.
7. Chairmans Remarks
8. Discussion and reports relating to the District and County Council.
9. Approve and adopt as minutes the notes from the meeting held on 28th April 2026
10. Appoint four Councillors for a personnel / staffing committee and agree meeting date.
11. Review and resolve continuation / amendments to council policies and standing orders (see appendix 1)
12. Consider finance matters:
 - a. Payments and receipts for May 2026 (see appendix 2)
 - b. financial position, May 2026 (see appendix 3)
13. Approve and resolve submission of the Annual Governance Assurance Return (AGAR) and supporting documents for 25/26 to external auditors, PFK Littlejohn (see appendix 4)
14. Consider and resolve insurance renewal for 26/27 (see appendix 5)
15. Receive update on the Methodist Church:
 - a. Purchase: review property report received from the Council's Solicitors and resolve signing of the contact transfer document in readiness for a future completion date (yet to be confirmed) (see appendix 6)
 - b. Refurbishment: see amended floor and refurbishment plan (see appendix 7)
16. Update on arrangement for Picnic in the Park on 1st August 2026 (see appendix 8)
17. Consider conservation area consultation (see appendix 9)
18. Consider Correspondence (see appendix 10)