



BURGH LE MARSH TOWN COUNCIL

8th March 2023

DEAR COUNCILLOR,

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

Tuesday 14th March 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

TEL: 01754 811218 Email: clerk@burghlemarsh-tc.gov.uk

Public Session

1. Receive apologies.
2. Pursuant to the Localism Act 2011: Receive declarations of interest in accordance with the act.
3. Chairman's remarks.
4. Approve and adopt as minutes the notes from the meeting held on 28th February 2023.
5. Consider and comment on the following Planning Matters:
 1. Planning correspondence received:(see appendix 1)
6. Update on asset transfer of the public toilets and Market Place:
 1. Sign transfer documents to complete the asset transfer. (Appendix 2)
 2. Review of cleaning and maintenance processes (appendix 3)
7. Update on proposed celebrations of King Charles III Coronation weekend:
Saturday 6th May - Monday 8th May 2023 (see appendix 4).
8. Exclude the press and public pursuant to the Public Bodies (admissions to meetings) Act 1960 due to the confidential nature of the business to be discussed.
9. Review of HR Matters, Staffing Salaries, and training for 2023/24 (see appendix 5)

Appendix schedule

1. Planning correspondence
2. Transfer Deed – Market Place and Public Toilets
3. Cleaning and Maintenance proposals
4. Update on Coronation celebrations.
5. HR Review.