



BURGH LE MARSH TOWN COUNCIL

19th May 2021

DEAR COUNCILLOR,

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

Tuesday 25th May 2021 at 7.00pm

**Burgh le Marsh Village Hall
Jacksons Lane.**

(Social Distancing in accordance with Government Guidance)

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

YOURS SINCERELY

KELLY STEVENSON, TOWN CLERK

IMPORTANT NOTES

- 1. There will be no preceding Planning Committee meeting.**
- 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. Please note there is now an agenda item after the Chairman's remarks to discuss any matters arising from the public session.**

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 remote meetings held as follows:
 1. Town Council Meeting 27th April 2021
 2. Annual Town Council Meeting 4th May 2021.
6. Consider and approve Payment Schedule and Financial Position for May 2021.
Payments will be issued under the delegated emergency operation procedure.
(see appendix 1)
7. Review completed accounts for 2020/2021
 1. Income and Expenditure against Budget for 2020/21
 2. Asset Register additions/disposals for 2020/2021
 3. Annual Governance Audit Return for 2020/2021
(The AGAR will be fully approved at the June Town Council Meeting upon completion of the Internal audit)
(See Appendix 2)
8. Consider and note Clerk's report
(see appendix 3)
9. Update on the Bottle Bank, Common Lane and consider correspondence from ELDC.
(see appendix 4)
10. Update on plans for a Summer Event in August 2021.
(see appendix 5)
11. Consider and vote on request a from the Windmill to support grass cutting.
(see appendix 6)
12. Update on building maintenance, treatment of the council building and paint of both the storage container and WC at Tinkers Green.
(see appendix 7)
13. Update from the Open Spaces Committee regarding additional Picnic benches at Tinkers Green.
(see appendix 8)
14. Consider and vote purchase and installation of council signs at The Causeway and Picnic site.
(see appendix 9)
15. Consider council polices for review and adoption update.
(see appendix 10)
16. Correspondence Schedule
(see appendix 11)

Appendix Schedule

1. Payment Schedule and financial statements
2. End of year accounts: 20202021
3. Clerks Report
4. Bottle Bank Correspondence
5. Summer event
6. Request from Windmill
7. Additional quote for building maintenance
8. Update from Open Spaces regarding picnic benches at Tinkers Green
9. Council signs
10. Council Policies
11. Correspondence Schedule.