



BURGH LE MARSH TOWN COUNCIL

20th July 2021

DEAR COUNCILLOR,

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

Tuesday 27th July 2021 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 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.**

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. Town Council Meeting 29th June 2021
 2. Town Council Meeting 6th July 2021
6. Welcome newly appointed co-opted councillors and vote on committee appointments.
7. Consider and approve Payment Schedule and Financial Position for July 2021.

(See appendix 1)

8. Consider and note Clerk's report.

(See appendix 2)

9. Update on summer event for 7th August 2021.

(see appendix 3)

10. Receive legal documentation on the asset transfer of the Market Place and Public Toilets to the Town Council and vote accordingly.

(See appendix 4)

11. Consider update on proposal to sell the large council table.

(See appendix 5)

12. Consider and vote on maintenance work required at Tinkers Green Play Area.

(See appendix 6)

13. Consider and vote on repairs / replacement of the bench at the Church Yard.

(See appendix 7)

14. Approve and adopt the following council policies

1. Code of conduct

(See appendix 8)

15. Correspondence Schedule

(See appendix 9)

16. 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.

17. Receive details of councillor's administration requirements.

Appendix Schedule

1. Payment Schedule and Finance Statements
2. Clerks Report
3. Summer event 7th August 2021 update report.
4. Legal documentation on the Asset Transfer.
5. Proposal to sell or re-home the large council table.
6. Maintenance requirements at the Play Area, Tinkers Green.
7. Code of conduct.
8. Bench at the church yard
9. Correspondence Schedule

