



BURGH LE MARSH TOWN COUNCIL

21st September 2021

DEAR COUNCILLOR,

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

Tuesday 28th September 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.**

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 meetings held as follows:
 1. Town Council Meeting 27th July 2021
 2. Open Spaces Committee Meeting 10th August 2021
 3. Planning committee Meeting 7th September 2021
6. Consider financial matters:
 1. Approve August 2021 payments, as delegated to the Clerk and Chairman.
 2. Approve payment schedule for September 2021.
 3. Note the financial position and ringfenced sums for September 2021
 4. Note external auditors report for 2020/2021.
(See appendix 1)
7. Consider and note Clerk's report.
(See appendix 2)
8. Update on Glebe Rise Cemetery and consider working with the Church for administration and the running of the cemetery.
(see appendix 3)
9. Update on the Asset Transfer of the public toilets and Market Place.
10. Receive and vote on quotations for Christmas lighting for December 2021 (see appendix 4)
11. Consider events for 2022: (see appendix 5)
 1. Platinum Jubilee Weekend: extended bank holiday weekend Thursday 2nd June 2022 to Sunday 5th June 2022.
 2. Town Council summer event: Picnic in the Park August 2022.
12. Receive recommendations from the Open Spaces Committee (see appendix 6)
13. Review of waste collections at the Bottle Bank, Common Lane. (see appendix 7)
14. Correspondence Schedule
(See appendix 8)
15. 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.
16. Receive details of councillor's administration requirements: (See appendix 9)

Appendix Schedule

1. Payment Schedule and Finance Statements
2. Clerks Report
3. Glebe Rise Cemetery
4. Christmas lighting and quotations.
5. Council events for 2022
6. Recommendations from Open Spaces Committee.
7. Bottle Bank
8. Correspondence Schedule
9. Council administration