



BURGH LE MARSH TOWN COUNCIL

23rd June 2021

DEAR COUNCILLOR,

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

Tuesday 29th June 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.**

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 25th May 2021.
6. Consider and approve Payment Schedule and Financial Position for June 2021.
(See appendix 1)
7. Review completed internal audit and approve annual return for the submission to the External Auditors for 2020/2021
(See appendix 2)
8. Consider and note Clerk's report.
(See appendix 3)
9. Update on Glebe Rise Cemetery and consider further actions required.
(See appendix 4)
10. Update on the Great British Spring Clean litter picks, waste skip and consider future actions.
(See appendix 5)
11. Consider proposal to sell the large council table.
(See appendix 6)
12. Consider and vote on purchase of library publicity material.
(See appendix 7)
13. Approve and adopt the following council policies (see appendix 7)
 1. Standings Orders
 2. Publication Scheme
 3. Freedom of Information Requests Policy
 4. Data Protection Policy
 5. Breach of Data of Protection
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 update from the personnel committee.
(See appendix 9)

1. Payment Schedule and financial statements
2. Internal Auditors Report and Annual Return 2020/2021
3. Clerks Report
4. Cemetery update
5. Update on Great British Spring Clean Litter Picks.
6. Proposal regarding large council table.
7. Library publicity materials
8. Correspondence Schedule
9. Update from the personnel committee.