

**Little Bardfield Parish Council
PARISH COUNCIL MEETING**



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**Councillors' summons, Notice and Agenda for a Meeting of the Parish Council
on Wednesday 10 May 2023 at 7.15pm
at Little Bardfield Cricket Club Pavilion**

1. Chair's Welcome
2. Minutes of the meeting on 8 February 2023 for approval and signature*
3. Declarations of interest in any matters on the agenda
4. Matters arising from the minutes which are not on the agenda, for discussion and/or consideration for next agenda
5. Public forum
6. County Councillor and District Councillor Reports
7. Update on Wethersfield Airbase Scrutiny Committee concerning plans for a prison or asylum-seekers' centre
8. Clerk's Report*
9. Finance*
 - a) Bank Account – to note balances on the Parish Council Treasurer's account and (as Trustee) on the Community Fund
 - b) To note payments previously approved and made from February to May 2023
10. Update on Planning Applications*
11. Decisions to be taken
 - a) Donation to Alms House Trust
 - b) S137 Annual Donations
 - c) To approve payments:
 - i. Former councillor Mr T Cutmore for expenses for production of the Annual report £131.98 (no VAT, paid from parish council account)
 - ii. Clerk's expenses for purchase of spare defibrillator pads for the Hawkspur Green defibrillator: £84.95 plus VAT = £101.94 (community fund)
 - iii. Transfer £120.80 reclaimed VAT from Treasurer's account to the Community Fund
 - iv. Website hosting and support to Herts and Crafts £150 (no VAT, paid from community fund)
 - v. Affiliation to EALC/NALC £93.38 (no VAT)
 - d) To comment on new planning applications as notified prior to the meeting
 - e) To approve a Scheme of Delegation of decisions to the clerk*
 - f) To approve insurer, new insurance policy from 1 June 2023 and payment of premium
 - g) To approve contract for verge-cutting 2023
12. Items from councillors to be added to the next agenda
13. Date of next meeting Wednesday September 13, 2023

*Documents available from the clerk on littlebardfieldparishclerk@gmail.com and 01371 404321

Prepared by Kate Rixson, Clerk to Little Bardfield Parish Council, and issued on 1 May 2023