

BURTON BRADSTOCK PARISH COUNCIL

The Reading Room, High Street, Burton Bradstock, Bridport, DT6 4QA.



Email: theclerk@burtonbradstockparishcouncil.org

Website: www.burtonbradstockparishcouncil.org



Dear Councillor,

You are hereby summoned to attend the Annual Parish Council Meeting of Burton Bradstock Parish Council to be held on:

**Wednesday 3rd May 2023, commencing at 7.30pm
at The Reading Room, High Street, Burton Bradstock, Bridport DT6 4QA.**

AGENDA

1. To elect the Chair for 2023-24 and sign the Acceptance of Office
2. To elect the Vice Chair for 2023-24 and sign the Acceptance of Office
3. To receive apologies for absence
4. To receive declarations of interest and grants of dispensation
5. To consider the co-option of the following people onto Burton Bradstock Parish Council:
 - Nicholas Lockwood
 - Lesley WaiteFollowing co-option new members will sign their Declaration of Acceptance of Office
6. To approve the minutes of the Extraordinary Parish Council meeting held on 4th April 2023
7. Matters arising from the above minutes
8. To approve the minutes of the Parish Council meeting held on 5th April 2023
9. Matters arising from the above minutes
 - i. Confirmation of Annual Parish Meeting date - Wednesday 31st May 2023
10. Public Forum (maximum 15 minutes) - an opportunity for members of the public to make a comment or statement on agenda items only
11. To appoint/reaffirm Councillors roles and responsibilities and appoint/reaffirm representatives to outside groups/organisations
12. To confirm the dates, time and place of Parish Council meetings for the next 12 months
13. Chairman's Announcements
14. Planning Matters
To consider any planning applications, appeals or enforcements in circulation
- At the time of publication there were no planning applications to consider

15. Financial Matters
 - i. To receive the Internal Auditor Report 2022-23
 - ii. Confirmation of conflicts of interest with BDO LLP
 - iii. To approve the Annual Governance and Accountability Return Section 1 - Annual Governance Statement 2022-23 having been internally audited
 - iv. To approve the Annual Governance and Accountability Return Section 2 - Accounting Statements 2022-23
 - v. To consider the Finance & General Purposes (F&GP) Group Report
 - vi. To consider the finance reports and payments list for approval
16. Dorset Council Matters - Report from Cllr Mark Roberts
17. Parish Council Property
To consider and agree any actions in relation to Parish Council property:
 - a. The Reading Room
 - Redecorating of the Reading Room following leak and subsequent roof repairs
 - b. Play Area and Recreation Field
 - Playground Inspection Report - update from Cllr Henderson/Clerk
 - Playground safety surfacing - update from Cllr Henderson/Clerk
 - Basketball project - update from Cllr Henderson
 - c. Allotments
 - 2022/23 allotment payments and vacant plots - update from Cllr Hawes/Clerk
 - d. Corncrake
 - e. The Post Office and Village Shop
 - Annual Post Office Protocols Agreement - update from Cllr Mealing
 - Post Office Roof Repairs - update from Clerk
18. Council Matters
To consider and agree any actions in relation to Council Matters:
 - a. Website - To consider progressing the website following receipt of quotation provided by Eyelid Productions to facilitate this
 - b. King Charles III Coronation - delivery/installation of new bench - update from the Clerk
 - c. Defibrillator - update from Cllr Henderson
 - d. Additional bins - update from Cllr Henderson
 - e. 20mph zone for the village - update from Cllr Mealing
 - f. Council repairs and maintenance - update from the Clerk
 - g. Village Volunteers "Thank You" meal - update from the Clerk
 - h. Proposal to carry out metal detecting on Council owned land
 - i. DAPTC new Councillor training
 - j. Communications - To consider items for the BVN, website and social media
19. Correspondence Received
 - a. Dorset Council Leisure Strategy Consultation - comments by 14th May
 - b. Dorset Council Public Space Protection Orders Consultation - comments by 15th May
 - c. Dorset Council Consultation Proposed Guidance for Planning for Climate Change - consultation runs from 20th April - 8th June
20. Open Public Forum (maximum 15 minutes) - an opportunity for members of the public to make a comment or statement
21. Date of Next Meeting: Wednesday 5th July 2023