## BURSTWICK PARISH COUNCIL

Parish Clerk: Mrs K Dawson ~ Tel: 07842 620178 ~ E: burstwickpc@gmail.com

## To members of the Council

You are hereby summoned to attend a meeting of Burstwick Parish Council at Burstwick Village Hall on Tuesday 31<sup>st</sup> January 2023 at 7.30pm to transact the following business.

Kerrí Dawson Parish Clerk Issued on: 26.1.23

## <u>AGENDA</u>

| 2023/01/01   | To note apologies for absence   |
|--|---|
| 2023/01/02   | Councillors to disclose their interests in matters to be discussed  |
| 2023/01/03   | Members of the public are invited to address the council  |
| 2023/01/04   | To confirm the minutes of the meeting held on 24 <sup>th</sup> November 2022  |
| 2023/01/05   | To receive the clerks report and councillor updates   |
| 2023/01/06   | To note correspondence received   |
| 2023/01/07   | To consider planning applications received and note planning decisions  |
| 2023/01/08   | To discuss road safety in the village and receive any updates on action taken   |
| 2023/01/09   | To receive resignation from Cllr N. Boynton and vacancy update  |
| 2023/01/10   | To consider application to ERYC - The King's Coronation Community Fund  |
| 2023/01/11   | Staff matters: a) To confirm annual leave entitlement arrangements<br>b) To review weekly prescription service and consider inclusion of the additional   |
|  | two hours to the Village Hall Clerks contract of employment   |
| 2023/01/12   |   |
| 2023/01/12<br>2023/01/13   | two hours to the Village Hall Clerks contract of employment   |
|  | two hours to the Village Hall Clerks contract of employment<br>Allotment matters and to agree allotment fees for 2024-25  |
| 2023/01/13   | two hours to the Village Hall Clerks contract of employment<br>Allotment matters and to agree allotment fees for 2024-25<br>Cemetery Matters: To consider removal of excess soil, cemetery access, fees and inspection  |
| 2023/01/13<br>2023/01/14   | two hours to the Village Hall Clerks contract of employment<br>Allotment matters and to agree allotment fees for 2024-25<br>Cemetery Matters: To consider removal of excess soil, cemetery access, fees and inspection<br>To review GDPR Policy   |
| 2023/01/13<br>2023/01/14<br>2023/01/15                             | two hours to the Village Hall Clerks contract of employment<br>Allotment matters and to agree allotment fees for 2024-25<br>Cemetery Matters: To consider removal of excess soil, cemetery access, fees and inspection<br>To review GDPR Policy<br>To review Grant Award Policy   |
| 2023/01/13<br>2023/01/14<br>2023/01/15<br>2023/01/16               | two hours to the Village Hall Clerks contract of employment<br>Allotment matters and to agree allotment fees for 2024-25<br>Cemetery Matters: To consider removal of excess soil, cemetery access, fees and inspection<br>To review GDPR Policy<br>To review Grant Award Policy<br>To consider purchase of Arnold Baker Local Council Administration 13 <sup>th</sup> Edition at £131.99  |
| 2023/01/13<br>2023/01/14<br>2023/01/15<br>2023/01/16<br>2023/01/17 | two hours to the Village Hall Clerks contract of employment<br>Allotment matters and to agree allotment fees for 2024-25<br>Cemetery Matters: To consider removal of excess soil, cemetery access, fees and inspection<br>To review GDPR Policy<br>To review Grant Award Policy<br>To consider purchase of Arnold Baker Local Council Administration 13 <sup>th</sup> Edition at £131.99<br>To approve amended Emergency Plan<br>To approve payment schedule for December 2022, bank reconciliation and quarterly financial |

The next meeting will be held on Tuesday 28th February 2023 at 7.30pm in the Village Hall