

**Little Bardfield Parish Council  
PARISH COUNCIL MEETING**



**Councillors' summons and agenda for a Meeting of the Parish Council  
on Wednesday 8<sup>th</sup> February 2023 at 7 pm  
at Little Bardfield Cricket Club Pavilion**

- 1. Chair's Welcome**
- 2. Apologies for Absence**
- 3. Declarations of Interest**
- 4. Minutes of the meeting on 2 November 2022** – to approve and sign\*
- 5. Matters arising from the minutes for discussion**
- 6. Public Forum**
- 7. Date of Annual Parish Council meeting and Annual Parish Meeting to be confirmed** as Wed 10 May 2023
- 8. County Councillor and District Councillor Reports**
- 9. Clerk's Report including on data protection issues**
- 10. Procedures and nominations for May elections**
- 11. Finance reports**
  - a) Update on Treasurer's and Community Account balances
  - b) To note payments made from November 2022 to February 2023
  - c) To note that the bank statements have been checked against the cash books
  - d) To note the effect of the 2023-24 precept on council tax payments
- 12. Update on Planning Applications and to consider new Planning Matters**

UTT/22/3468/FUL – Pauls Farm, Little Bardfield Rd CM7 4TN – erection of light commercial buildings

UTT/23/0019/LB – Coft Hall, Oxen End CM7 4PU – retention of internal re-plastering
- 13. Decisions to be taken by resolution:**
  - a) to approve the revised draft budget
  - b) to adopt the Code of Conduct for Councillors adopted by Uttlesford District Council in November 2022
  - c) to consider making donations from the Treasurer's account under s137 of the Local Government Act 1972 and from the Community Fund under the terms of the Trust
  - d) to appoint Mike Letch as auditor of the 2022-23 accounts at a fee of £125
  - e) approval of payments (a schedule will be available at the meeting)
  - f) to consider attendance at the Thaxted Area Parish Councils meeting with Uttlesford District Council at 7pm on 20 February 2023 by Zoom.
  - g) to exclude the public so that the council can decide aspects of the clerk's employment, on the grounds that confidential matters will be discussed

Agenda prepared by *K Rixson*, Clerk, and issued on 27 January 2023

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