

**BIRCHANGER PARISH COUNCIL AGENDA**  
**Clerk: Keith Williams 317 Birchanger Lane, Birchanger CM23 5QR**  
**(01279 814473)**

**MEMBERS OF THE PRESS AND THE PUBLIC ARE INVITED TO ATTEND**

*To: Members of Birchanger Parish Council.*

*You are hereby summoned to attend the meeting of Birchanger Parish Council to be held in the Village Hall on **Tuesday 2<sup>nd</sup> February 2016 at 8:00pm** for the purpose of transacting the following business.*

*Please note: only business that is an agenda item may be discussed.*

**1. Chairman's Welcome**

**2. Apologies for absence**

**3. Declarations of Interest**

Councillors are required to disclose any:

- Disclosable Pecuniary Interests
- Other Disclosable interests
- Non-pecuniary Interests

**4. Public Participation Session** with respect to items on the agenda and other matters that are of mutual interest. Please note that members of the public are limited to 3 minutes per address.

**5. Minutes of the previous Meeting held on Tuesday, 1<sup>st</sup> December 2015**

Councillors are asked to agree the minutes of the above meetings as true and accurate records of the proceedings of the meeting.

**6. Dog Bins**

- a) Discuss options regarding emptying of dog bins
- b) Councillors to decide on the response to the letter from the landowner

**7. Recreation ground working group/Allotments/Glebeland**

- a) To discuss further quotations for adult exercise equipment
- b) To agree a response to email from local resident regarding installment of adult exercise equipment
- c) Update on other issues

**8. Highways**

- a) Report on meeting with Rissa Long (Highways Liaison Officer – Uttlesford Highways)
- b) Update on other issues

**9. To adopt**

- a) Parish Council Action Plan for 2015/2016
- b) Risk Management Plan
- c) Health and Safety Plan

**10. Finance**

- a. **Account Balances**
- b. **Invoices and payments**
- c. **Agree to close Barclays bank account and transfer funds to HSBC**

**11. Reports from district and county councillors**

**12. Closure of meeting**

**Agenda prepared by:**

**Keith Williams/Parish Clerk/Birchanger Parish Council:**

**Signed.....**