



# TAKELEY PARISH COUNCIL

The Old School Community Centre, Brewers End, Takeley, CM22 6SB

[www.takeleyparishcouncil.co.uk](http://www.takeleyparishcouncil.co.uk)

Councillors are hereby summoned to attend the Ordinary Meeting of Takeley Parish Council which will be held on **Wednesday 5<sup>th</sup> October 2022 at 7.30pm at The Old School Community Centre**, for the purpose of transacting the business set out on the agenda below.

**Council Members:** Pat Burnett (Chairman), Geoff Bagnall (Vice Chair), Jim Backus, Tricia Barber, Phill Bodsworth, Paul Burnett, Carol Pratt, Terry Good, Jackie Cheetham, Dom Roque, Linda Steer and Sue Sprules.

**Signed:** *Jackie Deane*  
(Locum Clerk)

Members of the public and press are welcome to attend in person. There is no requirement to register in advance to attend but notification of your intention to attend is appreciated. Your contribution towards operating a Covid safe meeting is welcomed.

## AGENDA

Item	Part 1
1.	<b>Apologies for Absence</b>
2.	<b>Declarations of Interest</b>
3.	<b>Public Forum</b>
4.	<b>Minutes of the Last Meeting</b> To approve the Minutes of the Meeting held on 7 <sup>th</sup> September 2022.
5.	<b>Airport Related Parking and Planning Issues</b>  a) To consider actions relating to recent airport parking issues b) To consider sending a letter to UDC to request a meeting with representatives from all parishes affected by airport related planning and enforcement issues.
6.	<b>Ward Councillor/County Councillor Reports</b> To receive reports from the District and Councillor.
7.	<b>Reports on External Meetings</b> To receive reports on email ahead of the meeting.
8.	<b>Clerk's Report</b> To receive a report, circulated on email ahead of the meeting.

PUBLIC & PRESS WELCOME

Jackie Deane, Locum Clerk to Takeley Parish Council

Email: [clerk@takeleyparishcouncil.co.uk](mailto:clerk@takeleyparishcouncil.co.uk)

Date posted: 26<sup>th</sup> September 2022



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9.	<b>Finance Report</b> a) To agree the monthly report b) To receive recommendations from the Finance Committee meeting held on 4 <sup>th</sup> October including a grant for burial grounds maintenance.
10.	<b>Staffing Committee Recommendations</b> To consider the parish council's staff pensions arrangements.
11.	<b>Planning Committee Report and Recommendations</b> To receive the Planning Committee minutes from the last meeting and an update on a request to UDC for designation of conservation areas.
12.	<b>External Sign for the Old School Community Centre</b> To consider quotes circulated on email ahead of the meeting.
13.	<b>Adoption of Policies</b> To consider policies for adoption as circulated ahead of the meeting.
14.	<b>UDC Spending 2023-24</b> The consultation opens this evening (Wednesday 21 September) and runs until <b>Monday 31 October 2022</b> . Each year UDC has to prepare a budget and decide how much should be spent on the services they provide to the community.  You can <a href="#">find information on our budget for the current year</a> on the UDC website. This includes details of where they get their funding from and how they will be spending the money in 2022/23.  <b>To consider the parish council comments</b> on UDC's spending priorities for the financial year from April 2023 to March 2024.
15.	<b>Neighbourhood Plan Update</b> To receive an update on grant funding, an Ecology report and a questionnaire to circulate to residents.
16.	<b>Correspondence</b> Grant request to support Essex & Herts Air Ambulance Trust (EHAAT) to support EHAAT's air ambulances and rapid response vehicles to remain operational, particularly during these challenging times.
17.	<b>Items to Note and for Future Meetings</b>

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18.

## **Date of the Next Meeting**

The next Full Council meeting is due to take place on Wednesday, 2<sup>nd</sup> November 2022 at 7.30pm.

## **Part 2**

Exclusion of Public and Press - Under Section 100(A)(4) of the Local Government Act 1972, the public be excluded from the meeting whilst discussion takes place on the following items on the grounds that they involve the likely disclosure of exempt information.

## **Agreement to enter Part 2 of the meeting**

- a) To consider a recommendation from the Staffing Committee.
- b) To consider a fee quote for Locum Clerk and RFO duties from 1<sup>st</sup> November 2022 to 31<sup>st</sup> January 2023.

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