



TAKELEY PARISH COUNCIL

Full Council Meeting

Meeting Notice:

Councillors are hereby summoned to attend the Ordinary Meeting of Takeley Parish Council which will be held on **Wednesday 4th October 2023 at 7.30pm at The Old School Community Centre, Brewers End, CM22 6SB** for the purpose of transacting the business set out on the agenda below.

Council Members: Pat Burnett (Chairman), Phill Bodsworth (Vice Chairman), Jim Backus, Patricia Barber, Paul Burnett, Jackie Cheetham, Darren Berwick, David Daykin, Anila Banerjee, Jeanne Bradley and Sue Sprules.

Signed: *Jackie Deane*
(Clerk to the Council)

Date of publication: 29th September 2023

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.

AGENDA

Item	Part 1 – Public Meeting
23/97	Apologies for Absence Members' apologies sent to the Clerk ahead of the meeting.
23/98	Declarations of interests Members to declare interests for matters on the agenda.
23/99	Public Forum Up to 15 minutes for public questions and statements, 3 minutes for individuals.
23/100	Minutes of the Last Full Council Meeting To approve the Full Council Minutes of the meeting held on 6 th September 2023, as a true record of the meeting.
23/101	Ward Councillor/County Councillor Reports To receive reports.
23/102	Councillor Reports on External Meetings To receive reports.
23/103	Clerk's Report Update on the New Local Plan Regulation 18 Consultation and allocations



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	for Takeley.																				
23/104	<p>Casual Vacancies for 2 Councillors To discuss arrangements to fill the 2 vacancies on the Council.</p>																				
23/105	<p>Airport Parking Standing item for updates.</p>																				
23/106	<p>UDC Playing Pitch & Outdoor Sports Strategy Consultation To discuss TPC's response to the consultation.</p>																				
23/107	<p>Sports Field To consider future use and grant applications.</p>																				
23/108	<p>Litter and Dog Bins</p> <ul style="list-style-type: none"> a) To consider an extra collection of the bin outside the Community Centre in Prior's Green. b) To consider installing an extra bin along Church Lane, as requested by the PCC. 																				
23/109	<p>Sports Field Plumber Quote</p> <ol style="list-style-type: none"> 1. install high & low ventilation points (£300) - important but can be delayed. 2. the balance refers to internal and external work: <ul style="list-style-type: none"> 2.1 external - repositioning the stop cock - to sub-surface - making it safe and utility-compliant. 2.2 internal - renewal damaged pipework - making safe. <p>We have requested two separate invoices and the works detailed in 2.2 – will be authorised by the Clerk, to be carried out as soon as possible to provide hot and cold running water in the portacabins.</p>																				
23/110	<p>Planning Committee To receive a report on the hearing of the Weston Homes application for 96 homes on Bulls Field, Smiths Green.</p>																				
23/111	<p>Finance</p> <ul style="list-style-type: none"> a) To note the balance on account on 1st October. b) To approve the monthly finance report for September. c) To agree the following payments (if required) <table border="1" style="margin-left: auto; margin-right: auto;"> <thead> <tr> <th>Payeee</th> <th>Description</th> <th>Total</th> <th>Net Cost</th> <th>VAT</th> </tr> </thead> <tbody> <tr> <td> </td> <td> </td> <td> </td> <td> </td> <td> </td> </tr> <tr> <td> </td> <td> </td> <td> </td> <td> </td> <td> </td> </tr> <tr> <td> </td> <td> </td> <td> </td> <td> </td> <td> </td> </tr> </tbody> </table>	Payeee	Description	Total	Net Cost	VAT															
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23/112	Community Café To receive an update on staffing arrangements and discuss the option to create a CIO. a) Arrangements for employing a new member of staff for the café. b) Arrangements for drafting a constitution and forming a charitable incorporated organisation. c) Arrangements for contacting the Charities Commission. Details of the requirements are found on the Government website: fcls.co.uk/a-guide-to-forming-a-charitable-incorporated-organisation-cio/
23/113	Correspondence
23/114	Items to Note and for Future Meetings Actions and future agenda items to note.
23/115	Date of the Next Meeting The next Full Council meeting is due to take place on Wednesday, 1 st November 2023 at 7.30pm in the Old School Community Centre.
Part 2	
Exclusion of Public and Press - The Public Bodies (Admission to Meetings) Act 1960 Sec 1 (2), 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.	
Members to agree to enter Part 2 of the meeting:	
a) To consider recommendations from the Finance Committee. b) To consider recommendations from the Staffing Committee.	