



TAKELEY PARISH COUNCIL

Full Council Meeting

Minutes of the Ordinary Meeting held on Wednesday 14th January 2026 at 7.30pm at The Old School Community Centre

Members present: Cllrs Samantha Moore (Vice Chairman), Jim Backus, Patricia Barber, Paul Burnett and Steven Moore

In attendance: Jackie Deane (Clerk) and Cllr Susan Barker (ECC)

	The meeting was chaired by Cllr Moore, in the Chairman's absence.
25/152	Apologies for Absence Apologies were received and accepted from Cllrs Bodsworth, Banks, Boyle, Cheetham, Carter, Daykin and Sprules.
25/153	Declarations of interests None.
25/154	Public Forum and County Councillor Report There were no members of the public present. Cllr Susan Barker (ECC) reported on the following: <ul style="list-style-type: none">• Grants have been awarded for a community litter pick and a board games club• Construction will commence shortly on the new all-through secondary school is starting on site in Great Dunmow. Changes approved in the December planning application included a new layout to split off the Junior School from the secondary. This will allow the primary school to be developed first, and places should be available to Takeley children from June 2027. The second application was for using 2 parcels beyond the Flitch Way for amenity space and this was also approved.• Parsonage Road – The County Council restructuring included a change in Cabinet member for Highways from December. The new Cabinet Member is Cllr Mark Platt. He is chasing for an update on the traffic regulations red lines for Parsonage Road, to ensure that they are implemented as soon as possible.• Crumps Farm – The applicant has requested a meeting following the comments submitted by the environment agency – the application is likely to be considered in April.• Cllr Barker has agreed to meet the residents opposing Land North of Taylor's Farm industrial proposals.• County Council Elections - Essex County Council has not requested the cancellation of May 2026 elections but the government might override this decision. Further elections are due in 2027 for shadow unitary authorities and in 2028 mayoral elections.
25/155	Ward Councillor Reports None.



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25/156	<p>Minutes of the Last Meeting</p> <p>The Full Council Minutes of the meeting held on 10th December 2025 were approved as a true record (proposed by Cllr Samantha Moore and seconded by Cllr Steven Moore).</p>
25/157	<p>Councillor Reports</p> <p>None.</p>
25/158	<p>Clerk's Report and Correspondence</p> <p>a) Airport parking update given by Cllr Barker. <u>Action:</u> The Clerk was asked to speak with Cllr Bagnall, to make enquiries about the cost of NEPP PCNs to see if the sum can be increased in the areas around Stansted Airport, to make the fine more expensive than the equivalent airport parking.</p> <p>b) Devolution consultation update – councillor views are mixed in their opinions over the options available. There was no consensus to respond to the public consultation.</p> <p>c) Calendar of meetings – these dates were agreed.</p> <p>d) Feedback from UDC regarding the former Day Centre - UDC responded to the parish council letter and forwarded their previous correspondence with the TLC resident group. UDC does not intend to delay its redevelopment plans, and UDC gave a full explanation to the residents.</p> <p>e) Report from Christmas Community event:</p> <ul style="list-style-type: none">residents were extremely pleased to have a free community eventthe Assistant Clerk's daughter helped with a snowman craft which was very popular with the childrenspecial thanks were expressed to Kerrie McGuinness, a Takeley resident, who attended as the 'Elf' and to the vicar who led carols under the Xmas tree.Cllr Phill Bodsworth and Ruth were thanked for their help, particularly in clearing up after the event.
25/159	<p>SLCC Membership Renewal</p> <p>Members considered the renewal of the Clerk's membership fee for the Society of Local Council Clerks.</p> <p>It was RESOLVED to renew the Clerk's SLCC membership, to the sum of £316 (proposed by Cllr Samantha Moore and seconded by Cllr Barber).</p>
25/160	<p>Hall and Amenities Committee</p> <p>a) It was RESOLVED to adopt the following policies:</p> <p>i. Takeley Community Centre standard offering</p>



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	<ul style="list-style-type: none">ii. Group provision requirementsiii. It was noted that a new grants policy application form will be provided, to accompany these policies.b) It was noted that an additional member is required on the new Hall and Amenities Committeec) Meeting dates were agreed for the Hall and Amenities Committee.
25/161	Planning Committee <ul style="list-style-type: none">a) The minutes of the planning committee meeting held on 8th December were noted.b) The report on the meeting held on 14th January was noted.
25/162	Finance <ul style="list-style-type: none">a) It was noted that the balance on account on 1st January 2026 was £118,135.91.b) The minutes of the finance committee meeting held on 9th December were noted.c) It was RESOLVED to approve the December finance report (proposed by Cllr Backus and seconded by Cllr Steven Moore).d) There were no new payments presented at the meeting.
25/163	Date of the Next Meeting <p>The next meeting is scheduled for Wednesday, 11th February 2026 at 7.30pm at the Old School Community Centre.</p>

The meeting closed at 8.20pm

Signed by the Chairman

Date

Bank Reconciliation up to 31/01/2026 for Cashbook No 1 - Unity Current A/c 680

<u>Date</u>	<u>Cheque/Ref</u>	<u>Amnt Paid</u>	<u>Amnt Banked</u>	<u>Stat Amnt</u>	<u>Difference</u>	<u>Cleared</u>	<u>Payee Name or Description</u>
05/01/2026	162 cafe		138.46	138.46		R ■	Receipt(s) Banked
05/01/2026	2567 hire		180.00	180.00		R ■	Receipt(s) Banked
06/01/2026	BACS	116.37		116.37		R ■	Sterling Washroom Services Ltd
06/01/2026	BACS	38.21		38.21		R ■	A Collins-Klimcke
06/01/2026	BACS	428.71		428.71		R ■	PPL PRS LTD
06/01/2026	BACS	60.00		60.00		R ■	Window Wash UK
06/01/2026	BACS	2,504.70		2,504.70		R ■	Martina Sechi Stone and Meadow
06/01/2026	2558 amend		40.00	40.00		R ■	Receipt(s) Banked
07/01/2026	DD	45.60		45.60		R ■	Active Digital Marketing
07/01/2026	2566 hire		120.00	120.00		R ■	Receipt(s) Banked
08/01/2026	DD	14.95		14.95		R ■	TV Licensing
09/01/2026	cafe card		53.70	53.70		R ■	Receipt(s) Banked
12/01/2026	BACS	34.67		34.67		R ■	Daisy Communications Ltd
12/01/2026	cafe card		27.70	27.70		R ■	Receipt(s) Banked
12/01/2026	for NEPP		179.33	179.33		R ■	Receipt(s) Banked
13/01/2026	163 cafe		128.70	128.70		R ■	Receipt(s) Banked
14/01/2026	DD	592.64		592.64		R ■	Public Works Loans Board
14/01/2026	2569 hire		120.00	120.00		R ■	Receipt(s) Banked
15/01/2026	DD	25.98		25.98		R ■	FDMS XLN
15/01/2026	2568 hire		45.00	45.00		R ■	Receipt(s) Banked
16/01/2026	BACS	284.30		284.30		R ■	Lloyds Credit Card
16/01/2026	BACS	750.00		750.00		R ■	TouchPoint
16/01/2026	BACS	350.00		350.00		R ■	Essex Herts Air Ambulance
16/01/2026	card cafe		49.90	49.90		R ■	Receipt(s) Banked
19/01/2026	card cafe		12.20	12.20		R ■	Receipt(s) Banked
20/01/2026	DD	19.39		19.39		R ■	E-ON NEXT
20/01/2026	DD	503.08		503.08		R ■	E-ON NEXT
20/01/2026	DD	86.37		86.37		R ■	NPower Business Solutions
20/01/2026	CAA exams		1,836.00	1,836.00		R ■	Receipt(s) Banked
21/01/2026	DD	252.47		252.47		R ■	E-ON NEXT
22/01/2026	164 cafe		76.00	76.00		R ■	Receipt(s) Banked
22/01/2026	2570 hire		185.00	185.00		R ■	Receipt(s) Banked
23/01/2026	cafe card		24.00	24.00		R ■	Receipt(s) Banked
26/01/2026	BACS	200.00		200.00		R ■	Christopher Baker
26/01/2026	BACS	386.40		386.40		R ■	TBS Hygiene
26/01/2026	BACS	2,610.00		2,610.00		R ■	Broadmead Leisure Ltd
26/01/2026	BACS	100.00		100.00		R ■	Fernando Clark
26/01/2026	BACS	60.00		60.00		R ■	Window Wash UK
26/01/2026	BACS	75.00		75.00		R ■	Window Wash UK
26/01/2026	BACS	250.00		250.00		R ■	Priors Wood Court
26/01/2026	BACS	100.00		100.00		R ■	Clark
26/01/2026	BACS	340.08		340.08		R ■	Ian Holmes Ltd
26/01/2026	BACS	168.00		168.00		R ■	Society of Local Council Clerk
26/01/2026	BACS	215.20		215.20		R ■	Colchester City Council
26/01/2026	CXL CCC	-215.20		-215.20		R ■	Cxl Entry CCC
26/01/2026	BACS	215.29		215.29		R ■	Colchester City Council
26/01/2026	BACS	7,840.75		7,840.75		R ■	JM Payroll Services
26/01/2026	cafe card		33.10	33.10		R ■	Receipt(s) Banked

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26/01/2026	interestac		10,000.00	10,000.00		R <input checked="" type="checkbox"/>	Receipt(s) Banked
26/01/2026	2572 hire		170.00	170.00		R <input checked="" type="checkbox"/>	Receipt(s) Banked
26/01/2026	165 cafe		110.10	110.10		R <input checked="" type="checkbox"/>	Receipt(s) Banked
29/01/2026	DD	114.02		114.02		R <input checked="" type="checkbox"/>	RT Tec
29/01/2026	2575 hire		205.00	205.00		R <input checked="" type="checkbox"/>	Receipt(s) Banked
30/01/2026	cafe card		74.80	74.80		R <input checked="" type="checkbox"/>	Receipt(s) Banked
31/01/2026	DD	12.90		12.90		R <input checked="" type="checkbox"/>	Unity Bank
		<u>18,579.88</u>	<u>13,808.99</u>				

Clerk/RFO:

NameSignedDate

Chair of Finance:

NameSignedDate