



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 1st November 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: 26th October 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
23/116	Apologies for Absence Members' apologies sent to the Clerk ahead of the meeting.
23/117	Declarations of interests Members to declare interests for matters on the agenda.
23/118	Public Forum Up to 15 minutes for public questions and statements, 3 minutes for individuals.
23/119	Minutes of the Last Full Council Meeting To approve the Full Council Minutes of the meeting held on 4 th October 2023, as a true record of the meeting.
23/120	Ward Councillor/County Councillor Reports To receive reports.
23/121	Councillor Reports on External Meetings To receive reports.
23/122	The New Local Plan a) Clerk's briefing on proposals in the Public Consultation to be considered. The Clerk will respond to questions on the process and



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	<p>timetable.</p> <ul style="list-style-type: none">b) Members to agree arrangements for commenting on the Regulation 18 Consultation and public engagement considered.c) Members to discuss the key implications for Takeley and to give their initial comments.
23/123	<p>Clerk's Report and Correspondence</p> <ul style="list-style-type: none">a) Consultation on UDC spending priorities should be for 2024/25 – deadline 5th November.b) Letter of thanks received from Home Start Essex for the grant of £150.c) Takeley Rotary Club did a litter pick around Takeley, around the Four Ashes Junction and in Priors Green Area. The most littered area was Bennet Canfield where most seems to be from parked cars. They raised a suggestion regarding parking restrictions.d) Feedback received on the Bus Service Consultation with results to be published in the New Year. Changes to services will be advised on email.e) Consultation on retaining the Recycling Centre Bookings process at Essex recycling centres is now live and runs to Sunday 19th November.f) Zero Carbon Communities Grant Scheme is open to community groups, town, parish councils for grants from 1k - £35k on projects that reduce carbon emissions or these can be natural/biodiversity projects. The closing date is 4th December.g) UDC sports facilities grant is open to constituted clubs and could be suitable for the sports field.
23/124	<p>Councillor Vacancies</p> <p>Update on applications for co-option and agreement of arrangements for the December meeting.</p>
23/125	<p>Airport Parking</p> <p>Any comments to take forward for the multi-agency meeting scheduled for 2nd November, arranged by UDC and hosted by Elsenham Parish Council.</p>
23/126	<p>Saffron Hall Events for Takeley</p> <p>Saffron Hall would like to expand the community events they currently offer in Saffron Walden and hold these events at the Old School House. Consideration of hire charges for the upcoming events, which would include:</p> <p>Takeley Together – A creative event during the February 2024 half-term, modelled on the highly successful residency in Saffron Walden.</p> <p>Together in Sound – A music therapy project for people living with dementia and their carers, this would be a regular event held on weekdays</p>



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	with timing details to be confirmed.
23/127	<p>Sports Field</p> <p>Outstanding work needs to be agreed:</p> <ul style="list-style-type: none">a) Arrangements for removal of fly-tipped rubbish i.e. rotting fence panels and posts, remains of a bonfire, derelict 2-wheeled trailer, two smashed goal posts, an assortment of plywood and the metal ramp removed by Cllr Paul Burnett.b) An industrial clean is also needed in both portacabins, which the Football Club has agreed to carry out.c) Assistance required to support work on grant applications.
23/128	<p>Grant Requests</p> <ul style="list-style-type: none">a) Essex Air Ambulance – A letter has been circulated, requesting a contribution to have a direct impact on maintaining and improving this vital life-saving service for the local community. In 2022 the total number of missions recorded for the region was 2,582. The Parish Council previously agreed a grant of £250 which was paid in November 2022.b) Letter has been received from the Ladies Circle requesting a grant towards the Christmas Fayre to the sum of £150.
23/129	<p>Banners on The Green</p> <p>The Rotary Club of Takeley are going to hold two events during the month of November and they invite Parish Council participation to attend their meeting on the 10th of November and to enter a quiz team:</p> <ul style="list-style-type: none">a) A wine and Cheese Evening at the Old School House Community Centre on the 10th of November 7.00 - 9.00 pm. The purpose is to inform about Rotary and what they do, and to potentially attract new members.b) A Quiz Night at the Priors Green Community Centre on Friday 18th November at 6.30 for 7.00 pm. Banners on the green near the Four Ashes, one week beforehand.c) The Ladies Circle would like permission to erect a banner on the green for 2 weeks prior to the Christmas Fayre. <p>Note: Due to other banners being already agreed, the banner for the Christmas Fayre can only go up one week prior to the event, unless two are permitted at the same time.</p>
23/130	<p>Policies to Review and Adopt</p> <p>Members to review the model policies, which have been circulated. Comments to be received on the model policies for adoption:</p>



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	<ul style="list-style-type: none"> a) Equality and Diversity and b) Expense Claims. 																				
23/131	<p>Finance</p> <ul style="list-style-type: none"> a) To note the minutes of the last finance committee meeting. b) To note the balance on account on 31st October 2023. c) To approve the monthly finance report tabled at the meeting. d) To agree the payments (if required) tabled at the meeting. <table border="1" style="margin-left: auto; margin-right: auto; border-collapse: collapse; width: 50%;"> <thead> <tr> <th style="text-align: left;">Payeee</th> <th style="text-align: left;">Description</th> <th style="text-align: left;">Total</th> <th style="text-align: left;">Net Cost</th> <th style="text-align: left;">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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23/132	<p>Planning Committee</p> <p>To note the minutes from the October meeting and receive a report from the Chairman on the November meeting and major planning applications.</p>																				
23/133	<p>Items to Note and for Future Meetings</p> <p>Actions and future agenda items to note.</p>																				
23/134	<p>Date of the Next Meeting</p> <p>The next Full Council meeting is due to take place on Wednesday, 6th December 2023 at 7.30pm in the Old School Community Centre.</p>																				