



TAKELEY PARISH COUNCIL

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

www.takeleyparishcouncil.co.uk

Councillors are hereby summoned to attend the Ordinary Meeting of Takeley Parish Council which will be held on **Wednesday 6 October 2021 at 7.30pm at The Old School Community Centre**, for the purpose of transacting the business set out on the agenda below.

Council Members: Carol Pratt (Chairman), Geoff Bagnall (Vice Chair), Trevor Allen, Jim Backus, Tricia Barber, Phil Bodsworth, Pat Burnett, Sonja Carr, Jackie Cheetham, Richard Cheetham, Dom Roque, Linda Steer, Sue Sprules

In attendance: Lisa Chambers (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.

	Item	Summary	Time
21/10/01		Attendees are reminded that this meeting may be filmed, recorded, photographed or otherwise reported by a person attending the meeting. Members of the public who are minors, vulnerable adults and those not participating who do not wish to be filmed, recorded, photographed or otherwise reported about should sit in the designated separate area.	
21/10/02	Welcome from Chair	-	1
21/10/03	Receive and approve apologies for absence.	Quorum for meeting is 3	1
21/10/04	Declarations of conflicts of interest	<i>Councillors are reminded of the need to declare any conflict of interest, pecuniary or other, relating to items on the agenda and to absent themselves from the meeting during voting.</i>	2
21/10/05	Public Forum	<i>Please direct any questions/comments to the County/District/Parish Councillors present. Questions must be submitted to the clerk in advance of the meeting</i>	15
21/10/06	District and County Councillor Reports	<i>District/County Councillors will provide verbal or written reports and answer questions. Please direct any questions/comments to the County/District Councillors present at this time.</i>	10
21/10/07	Neighbourhood Plan	Update from the Neighbourhood Plan Steering Group	10
21/10/08	Approve minutes of the full	Minutes to be signed by Chair – Chair to	1

PUBLIC & PRESS ALWAYS WELCOME

Lisa Chambers, Clerk to Takeley Parish Council

Email: takeleyparishcouncil@outlook.com

Date posted: 1 October 2021



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	council meeting held on 1 September 21	indicate that s/he has done that.	
21/10/09	Consider any matters arising from minutes of previous meeting not detailed elsewhere on the agenda.	Councillors to confirm actions have taken place/give update.	5
21/10/10	Clerk's report and correspondence	-	5
21/10/11	Finance Committee Report	-	1
21/10/12	Planning Committee Report	Receive Planning Committee minutes from 14 September 2021	5
21/10/13	Community Café	Report on the re-opening of the community café	2
21/10/14	Policy Review	-	2
21/10/15	Meet the Councillor	Confirm dates and time for Meet the Councillor sessions	5
21/10/16	Bins, Green Spaces & Woodland Planting Scheme	Annual maintenance plans Queen's Green Canopy	5
21/10/17	2022 Meeting dates	Agree the 2022 Calendar	1
21/10/18	Councillor Training	Report on any training undertaken or required	2
21/10/19	AOB and Items for future meetings	-	5

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.

The next Full Council meeting is due to take place on 3 November 2021

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