



# 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 11<sup>th</sup> September 2024 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:** Cllrs Phill Bodsworth (Chairman), Samantha Moore (Vice Chairman), Jim Backus, James Banks, Patricia Barber, Paul Burnett, Jackie Cheetham, Helen Carter, David Daykin, Samantha Moore, Sue Sprules, Hugh D'Alton and John Boyle.

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

Date of publication: 5<sup>th</sup> September 2024

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 to be Chaired by Cllr Moore
24/80	<b>Apologies for Absence</b> Members to approve apologies sent to the Clerk ahead of the meeting.
24/81	<b>Declarations of interests</b> Members to declare interests for matters on the agenda.
24/82	<b>Public Forum and County Councillor Report</b> Up to 15 minutes for public questions and statements, 3 minutes for individuals and a report from Cllr Barker (Essex County Council).
24/83	<b>Minutes of the Last Meeting</b> To consider approval of the Full Council Minutes of the meeting held on 14 <sup>th</sup> August 2024.
24/84	<b>Ward Councillor Reports</b> To receive reports.
24/85	<b>Councillor Reports on External Meetings and Working Groups</b> To receive reports not covered elsewhere on the agenda.
24/86	<b>Clerk's Report and Correspondence</b> 1) Criminal damage at the Recreation Ground



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	<p>2) Hedge growth over the last year with budgetary implications</p> <p>3) Seeking quotes for cleaning the war memorial</p> <p>4) Update on website quotes</p> <p>5) Airport parking</p>
24/87	<p><b>Local Plan Update – Public Consultation on Regulation 19</b></p> <p>a) Members’ questions on information previously circulated, including the new deadline of 14<sup>th</sup> October.</p> <p>b) To consider changes to the leaflet produced by the Clerk, for the Council’s website, anything to be circulated door-to-door and the rota for members to help residents during the café opening times.</p> <p>c) Opportunity for members to give their comments on key priorities for Takeley to request changes to be made to the Local Plan at the examination.</p>
24/88	<p><b>Staffing Committee</b></p> <p>Council to consider new members of the Staffing Committee and to agree on a date for the next meeting.</p>
24/89	<p><b>Hedge Cutting</b></p> <p>a) To consider quotes received for works at The Pastures and the sports field (tabled at the meeting).</p> <p>b) To consider works required at the Recreation Ground.</p>
24/90	<p><b>Litter Bin Collections</b></p> <p>To consider additional collections and associated costs.</p>
24/91	<p><b>Woodland Trust Tree Packs</b></p> <p>Do consider an opportunity to receive <b>free trees</b> via Woodland Trust’s tree packs, for delivery in <b>March 2025</b>.</p>
24/92	<p><b>Community Café – Community Interest Company</b></p> <p>Cllr Helen Carter to give an update on establishing trustees and advertising for a new member of staff.</p> <p>To consider liaising with UCAN regarding registering the café as a CIC.</p>
24/93	<p><b>Recreation Ground Quotes</b></p> <p>Council to consider quotes received for safety repairs from the RoSPA, recent criminal damage and wear and tear maintenance.</p> <p>a) supply and fitting of the new gate with additional mesh reinforcement at a cost of £270 <b>OR</b></p> <p>b) supply and fit new fence in the gap to replace damaged gate £150</p> <p>c) All other items for consideration on the quote circulated.</p>



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24/94	<p><b>Acquiring an Information Trailer for the Community Centre</b></p> <p>To consider support in principle for the trailer to be acquired from Stansted Airport Watch, with the cost covered by a ward councillor grant. The trailer could be used to display neighbourhood plan and local plan information with various other uses suggested for the future. This would need to be parked at the Old School Community Centre and could be taken out to areas of the parish when needed.</p>												
24/95	<p><b>Rotary International Permission</b></p> <p>To consider a request for the organisation to plant 200 Crocuses on the Village Green at the Four Ashes junction, to raise awareness of the growing cases of wild polio, with a small sign board to be erected</p> <p>For background information, the Gates Foundation has been working towards eliminating wild polio around the world. They came close 2 or 3 years ago and numbers were down to single figures.</p>												
24/96	<p><b>Finance</b></p> <p>a) To approve the monthly finance report.  b) To note the balance on account on 31<sup>st</sup> August 2024 was 94,524.91.  c) To consider recommendations from the Finance Committee.  d) To consider payments for approval:</p> <table border="1" style="margin-left: auto; margin-right: auto;"> <thead> <tr> <th>Payee</th> <th>Description</th> <th>Total</th> <th>Net Cost</th> </tr> </thead> <tbody> <tr> <td> </td> <td> </td> <td> </td> <td> </td> </tr> <tr> <td> </td> <td> </td> <td> </td> <td> </td> </tr> </tbody> </table>	Payee	Description	Total	Net Cost								
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24/97	<p><b>Planning Committee</b></p> <p>a) To note the minutes of the meeting held on 14<sup>th</sup> August.  b) To receive a report on the meeting held on 11<sup>th</sup> September.</p>												
24/98	<p><b>Neighbourhood Plan Update</b></p> <p>To receive an update from a member of the Steering Group.</p>												
24/99	<p><b>Matters to Note and Future Meetings</b></p> <p>To note actions from the agenda or raised by members.</p>												
24/100	<p><b>Date of the Next Meeting</b></p> <p>The next Full Council meeting is scheduled to take place on Wednesday, 9<sup>th</sup> October at 7.30pm in the Old School Community Centre.</p>												