



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 14th August 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: 7th August 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
24/62	Apologies for Absence Members to approve apologies sent to the Clerk ahead of the meeting.
24/63	Declarations of interests Members to declare interests for matters on the agenda.
24/64	Public Forum and County Councillor Report Up to 15 minutes for public questions and statements, 3 minutes for individuals and a report from Cllr Barker (Essex County Council).
24/65	Minutes of the Last Meeting To consider approval of the Full Council Minutes of the meeting held on 3 rd July 2024.
24/66	Ward Councillor Reports To receive reports.
24/67	Local Plan Update – Public Consultation on Regulation 19 a) Information from UDC was circulated to members as an update on planning policy, the local plan and UDC's housing supply status.



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	<p>b) Clerk's report on matters affecting the parish in the Regulation 19 consultation and how the draft local plan has already changed in response to representations at Regulation 18.</p> <p>c) Consideration of opportunities to raise public awareness of the consultation and to liaise with Little Canfield Parish Council.</p> <p>d) Arrangements for the TPC response to the consultation, including professional planning consultant and legal advice.</p> <p>e) To note appointment of Rialton TPC Ltd, to undertake a site visit and produce a draft and final Reg 19 consultation report on transport matters, to the sum of £2,450 plus expenses in the region of £150.</p>
24/68	<p>Nursing Scheme at the Church</p> <p>Rev. Colin Fairweather is seeking the assistance of TPC in setting up a Nursing scheme to be run from Holy Trinity Church in Takeley. From information already distributed, it should be noted that a parish nurse would not prescribe medication like a GP, but they would be able to identify health needs, adopt a plan of action for service users and help navigate the healthcare system where needed.</p> <ol style="list-style-type: none">1) To consider support for the initiative in principle2) To consider how the Parish Council might assist the Church in setting up the scheme3) To delegate a member of the council to liaise with the church and report back to a future meeting.
24/69	<p>Clerk's Report and Correspondence</p> <p>Items 1-6 to note:</p> <ol style="list-style-type: none">1. Airport car parking – UDC has been chased for an update.2. There have been no applicants so far for the parish councillor vacancy so the advertising period will need to be extended.3. Fly tipping to the rear of the Recreation Ground has been reported to the landowner.4. The new Community Police Sergeant lives in Takeley and has liaised with the Clerk on current issues, including a request for patrols of the Recreation Ground.5. Annual hall chair-cleaning update – The chairs were last cleaned in February 2024 and a budget of £250 has been allocated within the overall maintenance budget for annual cleaning in future years.6. Locality Fund Grant – Cllr Susan Barker assisted in getting £1,000 awarded to the Parish Council towards the agreed purchase of replacement defibrillators at the Silver Jubilee Hall and Priors Green Hall. <p>Items 7-11 additional information to be provided at the meeting:</p> <ol style="list-style-type: none">7. Stansted Airport grant for sports equipment – update on applications.



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	<p>8. Molehill Green Village Hall Committee emailed with queries regarding ongoing drainage and maintenance issues. Feedback is sought on any new Parish Council involvement.</p> <p>9. The Clerk and Chairman met with a representative of the landowner Trust who originally gifted the Recreation Ground to the Parish Council. There is a minor boundary dispute which has been raised during the registration process and this was discussed on site.</p> <p>10. Update on the most recent traffic survey at the Four Ashes junction and consideration of arrangements for future traffic surveys.</p> <p>11. September agenda item – information has been received for changing the website domain to .gov, for additional email addresses and quotes have been received for rebuilding the website, if this is required. Feedback is sought on how this information should be presented to the next meeting.</p>
24/70	Councillor Reports on External Meetings and Working Groups To receive reports not covered elsewhere on the agenda.
24/71	Recreation Ground Maintenance and Equipment a) To receive an update on outstanding maintenance costs and repairs at the Recreation Ground. b) To consider quotes for a piece of equipment agreed in principle at the last meeting.
24/72	Sports Field Grant Working Group a) To receive a report from the Chairman. b) To agree next steps for the existing grant funded items. c) To agree in principle further work for the group to research long-term plans. d) To agree a date for visiting sports areas in other parishes.
24/73	Community Café a) To receive a report from Cllr Carter on the interim management arrangements at the café. b) To agree next steps in advertising for a new volunteer supervisor at the café.
24/74	Hedge Trimming Members to consider seeking quotes for: a) The Pastures b) Takeley Sports Field c) Any other areas.
24/75	Finance a) To approve the monthly finance report.



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	<ul style="list-style-type: none"> b) To note the balance on account on 31st July 2024 was £105,026.56. c) To consider recommendations from the Finance Committee. d) To consider additional members for the committee. e) To consider payments for approval: <table border="1" style="margin-left: auto; margin-right: auto; border-collapse: collapse;"> <thead> <tr> <th style="width: 25%;">Payee</th> <th style="width: 35%;">Description</th> <th style="width: 15%;">Total</th> <th style="width: 25%;">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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24/76	<p>Planning Committee</p> <ul style="list-style-type: none"> a) To note the minutes of the July meeting. b) To receive a report on the meeting held on 14th August. 												
24/77	<p>Neighbourhood Plan Update</p> <p>To receive an update from a member of the Steering Group.</p>												
24/78	<p>Matters to Note and Future Meetings</p> <p>To note actions from the agenda or raised by members.</p>												
24/79	<p>Date of the Next Meeting</p> <p>The next Full Council meeting is scheduled to take place on Wednesday, 11th September at 7.30pm in the Old School Community Centre.</p>												