



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 6th September 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, Terry Good, Darren Berwick, David Daykin, Anila Banerjee, Jeanne Bradley and Sue Sprules.

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

Date of publication: 31st August 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	
23/76	Apologies for Absence Members' apologies sent to the Clerk ahead of the meeting. Anila and Terry
23/77	Declarations of interests Members to declare interests for matters on the agenda.
23/78	Public Forum Up to 15 minutes for public questions and statements, 3 minutes for individuals.
23/79	Minutes of the Last Full Council Meeting To approve the Full Council Minutes of the meeting held on 2 nd August 2023, as a true record of the meeting.
23/80	Ward Councillor/County Councillor Reports To receive reports.
23/81	Councillor Reports on External Meetings To receive reports.



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23/82	<p>Clerk's Report</p> <p>a) A response has been sent on the UDC Design Code Consultation.</p> <p>b) Information has been received to consider at Planning Committee for a response to the Stansted Airport Night Noise Consultation.</p> <p>c) Photographs have been taken of congestion, lay-by parking and increased HGV usage on Parsonage Road, for use when responding on planning applications and parking restrictions.</p> <p>d) Clerk to explain the traffic impacts of changes made to the approved planning conditions for Elsenham Quarry which were agreed in 2014, effective until the closure of the quarry in 2030.</p> <p>e) Update on land registry of the Recreation Ground.</p> <p>f) The next Local Councils Forum will be held in the UDC Council Chamber in Saffron Walden on Tuesday, 12th September at 7pm. This meeting is for parish councils to take part in a workshop on the new Uttlesford Local Plan.</p>
23/83	<p>Airport Parking</p> <p>Standing item for updates on fly-parking.</p>
23/84	<p>Outside Tap for the Community Centre</p> <p>To consider permission for the caretaker to arrange installation for an outside tap for the Community Centre.</p>
23/85	<p>Play Area Quotes for Repairs</p> <p>a) To consider quotes for repairs of various items picked up on the annual RoSPA inspections.</p> <p>b) To consider a quote from Broadmead Leisure to carry out quarterly safety inspections, to the sum of £75pa.</p>
23/86	<p>Takeley Sports & Social Club Request Banner on the Green</p> <p>A request has been received for an event on 28th October. The banner to be erected on 22nd October and taken down on the 29th October.</p>
23/87	<p>Grant Requests:</p> <p>a) <u>PCC Fireworks Display</u> A request has been received from Revd. Colin Fairweather on behalf of the PCC, for a grant as financial contribution towards the community firework display to be held on Friday 3rd November. He reported that last year's event was more popular than ever and brought the whole community together. Previous years grants were in September 2018 (£500) and September 2022 (£350).</p> <p>b) <u>Home Start Essex Request</u> The organisation supports families in need throughout Uttlesford for</p>



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	<p>over 40 years. ‘We offer compassionate and caring help to all parents and caregivers, including those facing challenges as diverse as isolation, poor mental health, recovering from the impact of domestic abuse, multiple births or a family member having additional needs or a disability’. The support is given via courses, support groups and mentoring.</p>																				
23/88	<p>Litter Bins</p> <p>a) <u>Priors Green Community Hall</u> - TBS Hygiene have asked TPC to consider increasing the collection from the bin outside the community hall from weekly to twice weekly due to the bin regularly spilling over with excess rubbish.</p> <p>b) <u>General update</u> - A 3rd bin at the Sports Field has also been added to the list, 2 other bins at the location are already being emptied but the additional bin is also used regularly. Dog bin at Jacks Lane in Bambers Green has recently had some fire damage but can still be used. The dog bin at Sports Field has been damaged and it will be relocated on the left-hand side of the entrance to avoid further problems.</p>																				
23/89	<p>Bus Service Consultation</p> <p>a) Council to consider arrangements for responding to the consultation. b) To agree key points for the response.</p>																				
23/90	<p>Finance</p> <p>a) To agree the Terms of Reference for the Planning Committee. b) To note that the Council’s Rialtas System is up-to-date. c) To note the balance on account on 1st September. d) To approve the monthly finance reports for July and August. e) To agree the following payments:</p> <table border="1" style="width: 100%; border-collapse: collapse; margin-top: 10px;"> <thead> <tr> <th style="text-align: left;">Payee</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>Essex County Council</td> <td>Conservation Area Appraisal</td> <td>£6,600</td> <td>£5,500</td> <td>1,100</td> </tr> <tr> <td>Broadmead Leisure</td> <td>Quarterly annual inspection QUOTE</td> <td>£75.00</td> <td></td> <td></td> </tr> <tr> <td>Broadmead Leisure</td> <td>Play area repairs (various items QUOTE)</td> <td>Details circulated for consideration</td> <td></td> <td></td> </tr> </tbody> </table>	Payee	Description	Total	Net Cost	VAT	Essex County Council	Conservation Area Appraisal	£6,600	£5,500	1,100	Broadmead Leisure	Quarterly annual inspection QUOTE	£75.00			Broadmead Leisure	Play area repairs (various items QUOTE)	Details circulated for consideration		
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23/91	Planning Committee Report and Recommendations a) To agree the Planning Committee Terms of Reference. c) To receive the minutes of the last meeting. d) To receive updates from the Chairman.
23/92	Neighbourhood Plan Update To receive an update from the Steering Group.
23/93	Community Café Members to receive a report from the working group on transitional arrangements for the management of the café.
23/94	Correspondence Grant information received for the Coronation Living Heritage Fund, with an application deadline 26 th September 2023.
23/95	Items to Note and for Future Meetings Actions and future agenda items to note.
23/96	Date of the Next Meeting The next Full Council meeting is due to take place on Wednesday, 4 th October 2023 at 7.30pm in the Old School Community Centre.