



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 March 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: Pat Burnett (Chairman), Phill Bodsworth (Vice Chairman), Jim Backus, James Banks, Patricia Barber, Paul Burnett, Jackie Cheetham, Helen Carter, David Daykin, Samantha Moore and Sue Sprules.

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

Date of publication: 29th February 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
23/202	Apologies for Absence Members' to approve apologies sent to the Clerk ahead of the meeting. To note apologies received from Cllr Banks.
23/203	Declarations of interests Members to declare interests for matters on the agenda.
23/204	Public Forum and County Councillor Report Up to 15 minutes for public questions and statements, 3 minutes for individuals.
23/205	Minutes of the Last Meeting To consider approval of the Full Council Minutes of the meeting held on 7 th February 2024.
23/206	Ward Councillor Reports To receive reports.
23/207	Producing a new Grapevine magazine To consider future publication of the parish magazine, which is only currently available online. Members to discuss potential responsibilities and funding for printing and distributing costs for Takeley and Little Canfield, with background information provided by Hugh Mascetti.



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23/208	Councillor Reports on External Meetings To receive reports: <ol style="list-style-type: none">1) Affordable housing consultation for the former day centre2) Uttlesford Food Bank3) Other
23/209	Clerk's Report and Correspondence <ol style="list-style-type: none">1) Arrangements are being made for UDC to take over responsibility for dog waste bins and litter bins on Priors Green.2) UDC has awarded a grant for sports field improvements.
23/210	Cleaning School House Chairs To consider an annual clean to all chairs in the Old School House. Chairs were recently cleaned on 9 th February 2024 at cost of £250 for 46 chairs.
23/211	Curtains or Acoustic Boards for the Old School Hall Following the Saffron Hall weekend events, it was suggested that thick curtains or other measures could be considered to absorb the noise for any future music events.
23/212	Hall Evening and Weekend Regular Hires There is an opportunity for regular Monday evening and Saturday daytime hires which cannot all be fully covered by the caretaker's part-time hours. It would be helpful to have an additional councillor keyholder and for selected hirers to be given a key and opening/closing responsibilities after an initial month when the Caretaker would be available. Members to consider ongoing arrangements for hall hires.
23/213	Sports Field The Council was successful in its bid for UDC grant funding, to the sum of £37,000. <ol style="list-style-type: none">1) To consider works to be carried out by the Community Payback Scheme.2) To consider arrangements for works funded by a UDC grant.3) To consider hiring out football pitches to a local team and updating the Council's standard agreement.
23/214	Holy Trinity Churchyard and Car Park Grant Request A grant request has been received to help with the costs of maintenance and repairs in the churchyard and car park. Cllr Daykin has provided a breakdown for costs to the sum of £590, as follows: <ul style="list-style-type: none">• Men's Shed and Payback Team donation £300.• Purchase new hedge trimmer £190.• Service cost and purchase of petrol lawnmower £60.



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	<ul style="list-style-type: none"> • Spring bulbs and flower seeds £40. 												
23/215	<p>Twinning Opportunity with Cosuenda, Spain To consider a twinning arrangement with Cosuenda in the Cariñena wine region of northern Spain, for a cultural and language exchange.</p>												
23/216	<p>Finance</p> <ol style="list-style-type: none"> To approve the monthly finance report (tabled at the meeting). To consider new dates for committee meetings, with the next meeting to be held on Tuesday, 5th April at 10am. To note the balance on account on 29th February 2024. To consider payments: <table border="1" style="margin-left: 40px;"> <thead> <tr> <th>Payee</th> <th>Description</th> <th>Total</th> <th>Net Cost</th> </tr> </thead> <tbody> <tr> <td>Broadmead Leisure (inspected and approved in advance of the meeting)</td> <td>Recreation ground repairs</td> <td>£1,252.80</td> <td>£1,044</td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table>	Payee	Description	Total	Net Cost	Broadmead Leisure (inspected and approved in advance of the meeting)	Recreation ground repairs	£1,252.80	£1,044				
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Broadmead Leisure (inspected and approved in advance of the meeting)	Recreation ground repairs	£1,252.80	£1,044										
23/217	<p>Planning Committee</p> <ol style="list-style-type: none"> To note the minutes of the last meeting. To receive a report from the Chairman of the Committee. To note details of the current Essex Minerals Local Plan consultation. 												
23/218	<p>Neighbourhood Plan Update To receive an update.</p>												
23/219	<p>Local Plan Update To receive an update from the Clerk.</p>												
23/220	<p>Matters to Note and Future Meetings To note.</p>												
23/221	<p>Date of the Next Meeting The next Full Council meeting is due to take place on Wednesday, 3rd April 2024 at 7.30pm in the Old School Community Centre.</p>												