



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 7th February 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: 1st 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
23/186	Apologies for Absence Members' apologies sent to the Clerk ahead of the meeting.
23/187	Declarations of interests Members to declare interests for matters on the agenda.
23/188	Public Forum and County Councillor Report Up to 15 minutes for public questions and statements, 3 minutes for individuals.
23/189	Minutes of the Last Meeting To consider approval of the Full Council Minutes of the meeting held on 10 th January 2024.
23/190	Ward Councillor Reports To receive reports.
23/191	Councillor Reports on External Meetings To receive reports.
23/192	Clerk's Report and Correspondence Members to note: <ul style="list-style-type: none">The District Council has provided regular resident updates on their



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	<p>waste collection service.</p> <ul style="list-style-type: none">• Stansted TouchPoint has been running a free female-only fitness class to coincide with the FoodShare on Thursdays. This might be discontinued through lack of local interest.• The hall chairs are due to be steam-cleaned on 9th February.• The Old School House has been booked for 2nd May 2024 Police, Fire and Crime Commissioner elections. The building will be used on the day for exclusively for the elections, from 06.45 – 22:15.• Two casual vacancies will be advertised on the Parish Council website, FaceBook and local venues.• Correspondence has been received from a resident on a potential planning procedural complaint.
23/193	<p>Saffron Hall – Takeley Together</p> <p>The Takeley Together, project is due to take place from Friday 23rd February to Sunday 25th February. The project is intended to provide creative events which could support people to make new connections. In the December meeting, it was RESOLVED for Cllrs Samantha Moore and Pat Burnett to liaise with Thomas Hardy, to co-ordinate the weekend programme of events.</p> <p>Members to be updated on the forthcoming event.</p>
23/194	<p>Banner Requests</p> <p>Takeley Sports & Social Club request permission to use the Village Green to advertise their Family Night events:</p> <p>24th February (17th- 24th Feb), 27th April (21st April – 27th April), 27th July (21st July – 27th July) and 26th October (20th Oct – 26th Oct)</p>
23/195	<p>Grants to Local Groups and Charities</p> <p>a) To consider a grant request from Prior’s Wood Court</p> <p>b) To consider grants to other local groups and charities listed in the Council’s schedule</p>
23/196	<p>Finance</p> <p>a) To approve the monthly finance report (tabled at the meeting).</p> <p>b) To note the balance on account on 1st February 2024.</p> <p>c) To consider new earmarked reserve allocations transferred from general reserves, for play equipment, elections and IT at £1,500 each and planning advice to the sum of £20,000.</p> <p>d) To consider new bank signatories for payment authorisation.</p>



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	<p>e) To consider payments:</p> <table border="1" style="margin-left: 20px;"> <thead> <tr> <th>Payee</th> <th>Description</th> <th>Total</th> <th>Net Cost</th> </tr> </thead> <tbody> <tr> <td>RTTEC</td> <td>Laptop software repair</td> <td>£50</td> <td>£41.67</td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table>	Payee	Description	Total	Net Cost	RTTEC	Laptop software repair	£50	£41.67				
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RTTEC	Laptop software repair	£50	£41.67										
23/197	<p>Planning Committee</p> <p>a) To note the minutes of the last meeting. b) To receive a report from the Chairman of the Committee. c) To receive a report on the upcoming Essex County Council minerals and waste consultation.</p>												
23/198	<p>Neighbourhood Plan Update</p> <p>To receive an update.</p>												
23/199	<p>Local Plan Update</p> <p>To receive an update from the Clerk.</p>												
23/200	<p>Matters to Note and Future Meetings</p> <p>To note.</p>												
23/201	<p>Date of the Next Meeting</p> <p>The next Full Council meeting is due to take place on Wednesday, 6th March 2024 at 7.30pm in the Old School Community Centre.</p>												