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**PARISH COUNCIL MEETING
NOTICE
AGENDA AND SUMMONS**

All members of the Council are summoned to attend a Meeting of **GREAT EASTON & TILTY PARISH COUNCIL**, to be held in Great Easton Village Hall on **Thursday 25 January 2024 at 7.00pm** for the transaction of business as set out below.

Meetings and the Public

Members of the public and press are warmly welcomed to attend but are requested to advise the Clerk of their attendance in advance if possible on parish.clerk@greateastonparishcouncil.co.uk or 01371 404220.

You are permitted to ask questions at the meetings, during the allotted time in the Public Participation Session. Please raise your hand to speak and address questions and statements to the Chairman.

Documents relating to agenda items are available to members of the public and press and should be requested from the clerk before the meeting.

The Council may decide by a resolution to exclude the press and public if it needs to discuss sensitive or confidential issues (under the Public Bodies (Admission to Meetings) Act 1960 s1(2)). If it does this, it will give a reason in the resolution.

Signed

Tristan Martens, Chairman

Agenda and summons prepared by *Kate Rixson*, the Clerk to the Parish Council, and issued on 20 January 2024.

	PARISH COUNCIL MEETING to be opened by the chairman
1	Apologies for absence. If accepted, the reasons for absence to be approved by resolution.
2	Declarations of interest Members to declare pecuniary and non-pecuniary interests in agenda items.
3	Minutes of previous meeting To receive, consider, approve and sign as a correct record the minutes of the Parish Council meetings held on 16 November 2023 and 4 January 2024
4	To approve budget 2024-25 and set precept Chairman to sign precept demand for delivery on 26 January as agreed with the principal authority.
5	Public participation session Time for this session is limited to 15 minutes (3 minutes per person per item). See Standing Order 3d.
6	Chair's report, to receive reports on progress and decide next steps including: <ul style="list-style-type: none">• Highways – whether action is required in relation to hedges on B184• Village Green – The clerk continues to search for an affordable source of highways advice. Two firms are considering requests for quotes to repaint the war memorial lettering.• Parking next to Tilty church – the new archdeacon is now in post• Reports on playground equipment and trees received (Note: Other Clerk action points to be covered under Item 8 below)
7	District and County Councillors' Reports if councillors are present

8	<p>Clerk's Report A written report is available before the meeting.</p>
9	<p>Parish council financial reports and decisions Details will be available at the meeting and beforehand if requested from the clerk.</p> <ul style="list-style-type: none"> To note spending and receipts for the year to date and since last meeting, bank reconciliation and balances/reserve. To approve payments as notified before the meeting and to include payments arising after issue of the agenda, including: Professional fees for playground inspection £372 + VAT and tree report £927 + VAT To compare actual spending and income in the year to date with the budget for 2023-24. To request closure of the NS&I investment account and to consider opening an interest-bearing instant access account for Parish Council funds (at a bank to be decided)
10	<p>To approve urgent work on trees as advised</p>
11	<p>To select a contractor for grass-cutting in 2024 If sensitive or personal issues arise such as commercially-sensitive information, the council may exclude the public and press from debate on this item, by resolution</p>
12	<p>To consider grants to non-profit groups and charities including the Great Easton Parish Hall Fund, under the Local Government Act 1972 s137 and other powers</p>
13	<p>To consider response to correspondence from the Essex Men's Sheds group</p>
14	<p>To approve policies for dealing with complaints and vexatious communications Drafts will be provided before the meeting</p>
15	<p>To decide on comments to be submitted regarding planning applications and appeals - to include applications notified after agenda is published. A written report on the outcome and progress of current applications will be available.</p> <p>UTT/23/3186/FUL- Coldarbour Farm, Tilty - Erection of 1 dwelling and demolition of agricultural barn. Revised application. Deadline 31 January for comments.</p> <p>UTT/23/2899/FUL- Maysland Farm, Dunmow Road – conversion of outbuildings into dwelling (revised application)., Deadline 30 January for comments.</p> <p>Appeal ref 3333617 against refusal of UTT/23/2389/HHF and UTT/23/2390/LB - The Dairy, Grange Green, Tilty. Application to retain three rooflights. Additional comments can be submitted by 16 February 2024</p>
16	<p>Village Hall report To include</p> <ul style="list-style-type: none"> Financial report and bookings Engagement with Charity Commission (annual report made) Annual General Meeting 15 January 2024
17	<p>Receive representatives' reports (for items not shown separately on the agenda)</p> <ul style="list-style-type: none"> Open spaces (to include playing fields and play areas) Footpaths, road safety and highways River interests Airport Community activities and events DUFC IT, website and communications
18	<p>To decide meeting dates in 2024 including Annual Assembly/Parish Meeting of Great Easton parish and Annual Parish Council Meeting</p>
	<p>Chairman to close meeting</p>