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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 29 February 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](mailto: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 22 February 2024.

	<b>MEETING to be opened by the chairman</b>
1	<b>Apologies for absence.</b> If accepted, the reasons for absence to be approved by resolution.
2	<b>Declarations of interest</b> Members to declare pecuniary and non-pecuniary interests in agenda items.
3	<b>Minutes of previous meeting</b> To receive, consider, approve and sign as a correct record the minutes of the Parish Council meetings held on 25 January 2024
4	<b>Public participation session</b> Time for this session is limited to 15 minutes (3 minutes per person per item). See Standing Order 3d.
5	<b>Decision to co-opt to fill vacancy in Duton Hill ward</b> Candidate to be proposed and seconded and co-opted by resolution. New councillor to make a declaration of acceptance of office or for the council to resolve this will be signed at the next suitable meeting.
6	<b>Chair's report, to receive reports on progress and decide next steps including:</b> <ul style="list-style-type: none"><li>• <b>Village Green</b> – Report on repair/payment for damage caused</li><li>• <b>War memorial lettering</b> – One quote received, report on any others</li><li>• <b>Progress on review of draft budget</b></li><li>• <b>Parking next to Tilty church</b> – the new archdeacon's contact details now available</li><li>• <b>Tree surgery progress</b></li></ul>

	<ul style="list-style-type: none"> <li>• <b>Children’s slide at Great Easton playground</b></li> <li>• <b>Essex Sheds Network meeting</b></li> </ul> <p><b>(Note: Other Clerk action points to be covered under Item 8 below)</b></p>
7	<b>District and County Councillors’ Reports if councillors are present</b>
8	<p><b>Clerk’s Report</b> A written report will be available before the meeting.</p>
9	<p><b>Neighbourhood Plan</b> Next steps.</p>
10	<p><b>Parish council financial reports and decisions</b> Details will be available at the meeting and beforehand if requested from the clerk.</p> <ul style="list-style-type: none"> <li>• To note spending and receipts for the year to date and since last meeting, bank reconciliation and balances/reserve.</li> <li>• To approve payments as notified before the meeting and to include payments arising after issue of the agenda (a list will be supplied in the meeting).</li> </ul>
11	<p><b>To decided response to requests and correspondence</b></p> <ul style="list-style-type: none"> <li>• County council wishing to assess sites for electric vehicle charging facilities</li> <li>• Sports England requesting update of details</li> <li>• Order framed official portrait of the king</li> </ul>
12	<p><b>To adopt schedule of Parish Council assets and approve valuation policy</b> A copy will be tabled.</p>
13	<b>To consider the updated draft risk assessment</b>
14	<b>To decide on grant application</b>
15	<p><b>To decide on comments to be submitted regarding planning applications and appeals</b> - to include applications notified after agenda is published. A written report on the outcome and progress of current applications will be available.</p> <p><b>UTT/24/0234/HHF and 0235/LB - Calmsden, Gallows Green Road – single storey rear extension to 21<sup>st</sup>-century side addition and internal alterations.</b> (Previous application for extension 23/2468 and 2469 refused.) Deadline for comments 29 February 2024</p> <p><b>UTT/24/0306/LB – The Cart Lodge, Grange Green, Tilty – replacement of timber French doors.</b> (Previous application 23/0586/LB withdrawn.) Deadline for comments 15 March 2024</p> <p><b>Appeal ref 3327701 against refusal of UTT/22/0694/FUL – Tudor Cottage, Mill End Green - application to build one detached house.</b> Deadline for additional comments 26 March 2024</p>
16	<p><b>Village Hall report</b> To include</p> <ul style="list-style-type: none"> <li>• Financial report and maintenance of hall</li> <li>• Bookings and recent contacts for use e.g. from Applause Rural Touring theatre group</li> <li>• County council survey of potential electric vehicle charging sites</li> </ul>
17	<p><b>Receive representatives’ reports (for items not shown separately on the agenda)</b></p> <ul style="list-style-type: none"> <li>• Open spaces (to include playing fields and play areas)</li> <li>• Footpaths, road safety and highways</li> <li>• River interests</li> <li>• Airport</li> <li>• Community activities and events</li> <li>• DUFC</li> <li>• IT, website and communications</li> </ul>
18	<b>To confirm date of next meeting as Thursday 28 March 2024</b>
	Chairman to close meeting