

| Meeting 31 July 2025 | | CLERK'S REPORT | Non-routine tasks |
|--------------------------------------|-------------------------|--|---|
| Action points from minutes | Month of meeting | Issue or event - new items in bold | Action. Progress since last meeting, and action still needed, shown in bold. |
| | May | reporting car parked in Duton Hill | Reported. No power to move since is taxed. |
| | | Annual audit and access to accounting records | Adding all required docs to website and displaying notice on boards with QR codes to access website. |
| | | Parish magazine item | Comment on electric bikes and giant hogweed. |
| | | Insurance | Obtaining quotes and ensuring cover is right |
| | March | Parish-twinning request (Spain) | Spoke to proposer to decline. |
| | Feb and March | Play equipment | Liaison over invoicing/purchase and ward member's grant. |
| | Jan | Open deposit account | Now open. |
| | | Website | Grant form and page for NPSG now added. |
| | | Consider action on boundary encroachment at Burns | Land Reg entries checked, formal letters to be sent. |
| | | 20mph speed limit in DH and GE | Refused in Jan 25. See agenda 31 July 25 |
| | | War memorial - recutting letters and repairs | 3 quotes being sought. Formal procedure needed if grant is to be claimed. |
| | March | Changing Land Registry "address for service" for council-owned/managed land. | Awaiting chair contact with solicitors |
| | | | |
| Action under delegated powers | Date of work | | |
| | July | Proposed sale of EWT land in Duton Hill | Liaison with DHCA/residents |
| | | Renewed requests for speed limits | forwarding advice from Highways and county councillor |
| | June | roadworks/diversions | asking county councillor to raise residents' complaints |
| | | Defibrillators | New pads supplied (Great Easton). |
| | May | UK Shared Prosperity Fund Grants | Prepared detailed reports (Hall and Rivershed) for UDC. |
| | April-May | Website | researching NP websites and setting up page and links. Checking/adding privacy policy (data use). Checking accessibility standards met (new rules) and adding statement. Adding photos and announcements of renovation of hall and Rivershed including UK government branding as required under terms of grants. |

| Action under delegated powers | Date of work | | |
|-------------------------------|--------------------|--|---|
| | April | Biodiversity duty on PCs | Attended Sustainable Uttlesford first meeting for advice and contacts. |
| | March | Insurance | Negotiating cover for new play equipment. Ensuring PL cover for removal of old equipment. |
| | March | Rivershed | Arranging steel door. Arranging water metering and water retailer/billing. Switching electricity supplier to reduce tariff. Smart elec meter installed. |
| | Feb-March-April | Grant terms/conditions Neighbourhood Plan | Liaison with NPSG and setting up system to claim and track. Applying for grant from local charity following withdrawal of Locality grant facilities. Claiming expenditure from UDC. |
| | Feb | Emergency tree work (on Easton Hall common land) | Completed 11 Feb 25 |
| | Feb | Highways: flood gauge D Hill, 20 mph speed limits | Liaison with county councillor to Highways. Neither put forward. |
| | Jan | FoIA request re Gt Easton playing field | Concluded Feb 2025 |
| | Jan | Adding PC's procedural rules to website | SOs, FR's added. To add clerk's delegated powers. |
| | Jan - March | Legal issues re Gt Easton park | Research, calls, emails to family, followed by formal approach to solicitors. No response from the latter despite reminders. Contact with agents managing farmland. |
| | Dec | Planning consents affecting Burns building/Rivershed | To apply (not essential for change of use as new use is in same use class) |
| | Nov | enforcement of planning decision | No update since 27 Feb. Chased. |
| | | Biodiversity/net zero initiatives | Burns project underway, meeting 24 June, soil sampling 9 July, report awaited. |
| | | tree swing on Burns and other safety issues | Agenda 31 July 25 |
| | | Tree surgery as per report | Work at Burns held up by new batbox and nesting boxes. Seeking quotes for tree work elsewhere. |
| | Sept 23 to July 24 | PC archived documents | Formal docs to be taken to Essex County Records Office |
| | May | Payment for use of beacon at D Hill | On agenda 31 July 25. |
| | April | Whole-council training | Quote £550 for up to 2 hrs session - for agenda |

| CHARITIES | | | |
|---|--|--|---|
| Village Hall charity | | AGM/meetings | Short meeting 31 July 25. |
| | | Repairs and redecoration | Finished except for blinds and stage curtains. See Trust mtg agenda. Second grant claimed and awaited. |
| | | Energy use/maintenance | Gas smart meter now installed (electric smart meter installed last year). Considering change of elec supplier (contract ends August 25). Boiler serviced. PAT testing and small repairs being arranged. Quote requested to replace lighting. |
| | | Advertising | Advert on RCCE website would be free. Need photos. Researching websites for halls and contacting website designer. |
| | | | |
| Recreation Ground charity (Laundry Lane) | | Risk area | Not clear if can lease without alienating charity property (not allowed). |
| | | Wayleave/access for Gigaclear requested | Agreement concluded, club in agreement. (Peppercorn rent for access to BT posts on carpark.) |
| | | Rent | Invoiced and received |
| | | | |

Great Easton & Tilty Parish Council

| | | | |
|----------|--|-----------|------------------|
| | Bank Reconciliation at 17/07/2025 | | |
| | Cash in Hand 01/04/2025 | | 44,236.59 |
| | ADD Receipts 01/04/2025 - 17/07/2025 | | 32,040.00 |
| | | | 76,276.59 |
| | SUBTRACT Payments 01/04/2025 - 17/07/2025 | | 34,004.18 |
| A | Cash in Hand 17/07/2025 (per Cash Book) | | 42,272.41 |
| | Cash in hand per Bank Statements Great Easton & Tilty Parish Council 17/07/2025 | 42,272.41 | |
| | | | 42,272.41 |
| | Less unrepresented payments | | |
| | | | 42,272.41 |
| | Plus unrepresented receipts | | |
| B | Adjusted Bank Balance | | 42,272.41 |
| | A = B Checks out OK | | |

Great Easton & Tilty Parish Council
Summary of Receipts and Payments
Summary - Cost Centres Only (Between 01/04/2025 and 30/06/2025)

| Cost Centre | Receipts | | | Payments | | | Net Position |
|----------------------------------|------------------|------------------|--------------------------|------------------|------------------|------------------------|----------------------|
| | Budgeted | Actual | Variance | Budgeted | Actual | Variance | +/- Under/over spend |
| Administration | | | 0.00 (N/A) | 16,565.00 | 5,590.93 | 10,974.07 (66%) | 10,974.07 |
| Grounds Maintenance | | | 0.00 (N/A) | | | 0.00 (N/A) | 0.00 |
| Subscriptions and affiliations | | | 0.00 (N/A) | | | 0.00 (N/A) | 0.00 |
| Professional Fees | | | 0.00 (N/A) | | | 0.00 (N/A) | 0.00 |
| Sundries | | | 0.00 (N/A) | | | 0.00 (N/A) | 0.00 |
| Grants and Donations | | | 0.00 (N/A) | 3,845.00 | 300.00 | 3,545.00 (92%) | 3,545.00 |
| Insurance | | | 0.00 (N/A) | | | 0.00 (N/A) | 0.00 |
| Income | 51,040.00 | 25,620.00 | -25,420.00 (-49%) | | | 0.00 (N/A) | -25,420.00 |
| Playgrounds | | | 0.00 (N/A) | | | 0.00 (N/A) | 0.00 |
| Village Hall costs donated by PC | | | 0.00 (N/A) | | | 0.00 (N/A) | 0.00 |
| Waste services provided | | | 0.00 (N/A) | | | 0.00 (N/A) | 0.00 |
| Asset Maintenance + replacement | | | 0.00 (N/A) | 23,020.00 | 13,086.25 | 9,933.75 (43%) | 9,933.75 |
| Staff costs | | | 0.00 (N/A) | | | 0.00 (N/A) | 0.00 |
| DUFC | | | 0.00 (N/A) | | | 0.00 (N/A) | 0.00 |
| Police service provision | | | 0.00 (N/A) | | | 0.00 (N/A) | 0.00 |
| Neighbourhood Plan | | | 0.00 (N/A) | | 1,326.68 | -1,326.68 (-1326€) | -1,326.68 |
| Community Support | | | 0.00 (N/A) | 7,360.00 | 1,255.75 | 6,104.25 (82%) | 6,104.25 |
| Recreation Ground trust | 120.00 | 120.00 | 0.00 (N/A) | 210.00 | | 210.00 (100%) | 210.00 |
| Earmarked reserves | | 6,300.00 | 6,300.00 (63000€) | | 7,326.00 | -7,326.00 (-7326€) | -1,026.00 |
| NET TOTAL | 51,160.00 | 32,040.00 | -19,120.00 (-37%) | 51,000.00 | 28,885.61 | 22,114.39 (43%) | 2,994.39 |

Total for ALL Cost Centres

32,040.00

28,885.61

V.A.T.

3,038.01

GROSS TOTAL

32,040.00

31,923.62

| PLANNING | | | |
|---|----------------------------------|---|---|
| Current planning consultations | | | |
| None | | | |
| Licensing application | Premises licence PL0209 | The Green Man, Mill End Green | To include a bar in the garden marquee |
| Decisions | | | |
| 25/1536/HHF | Wheatlands, The Endway | front extension to previously-approved garage | awaiting decision |
| 25/1522/HHF | Kiffards, Dunmow Rd | Roof/1st flr addition to garage | approved |
| 25/1283/FUL | Land at Radleys End | build 2 detached dwellings | withdrawn |
| 25/1086/FUL | Woodlands, Grange Green Tilty | demolish and replace with self-build dwelling | refused |
| 25/0917/FUL | Tudor Cottage, Mill End Gn | convert garage to dwelling | awaiting decision |
| 25/0898/OP | land adj Six Acres Duton Hill | 2 self-build dwellings | refused |
| 24/2290/FUL | 1 Blamsters Rise | 1 self build house | awaiting decision |
| Appeal decisions and new appeals | | | |
| None | | | |