

ANNUAL ASSEMBLY OF THE PARISH OF GREAT EASTON INCORPORATING DUTON HILL

Notice to Electors

Notice is hereby given of the Annual Assembly of electors of the Parish of Great Easton on Thursday 28th May 2026 at The Three Horseshoes Pub at 7pm.

ANNUAL PARISH COUNCIL MEETING AGENDA AND SUMMONS

All members of the Council are summoned to attend the Annual Meeting of **GREAT EASTON & TILTY PARISH COUNCIL**, to be held in The Three Horseshoes Pub on **Thursday 28th May 2026 at 7.00pm** for the transaction of business as set out below.

Council Meetings and the Public

The Annual Parish Council meeting is held in public and is for the purpose of transacting the business on the agenda below. 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@greastonparishcouncil.co.uk or 07984 014611.

Members of the public are permitted to ask questions and comment on matters on the agenda during the allotted time in the Public Participation Session. Please raise your hand to speak and address questions and statements to the Chairman. If you wish to raise matters not on the agenda, the Chairman will decide whether to allow this (but see Annual Assembly note below). The Chairman has discretion to manage the public participation session under the council's standing orders.

If the Council needs to deal with sensitive or confidential issues it may decide by a resolution to exclude the press and public for the period of the discussion.

Annual Assembly note: The public participation session of this meeting is also the meeting of the electors of the parish of Great Easton. Electors may therefore raise issues which are not on the parish council meeting agenda.

Signed

Tristan Martens, Chairman

Agenda and summons prepared by Lizz Beckett, the Clerk to the Parish Council, and issued on 15th May 2026

Annual Assembly convened by the Chairman, Cllr Tristan Martens

	Welcome to the annual meeting of the parish council which is combined with the annual assembly of the parish. The retiring chairman will preside until the chair has been elected
05.26.01	Election of the chair of the council and declaration of acceptance of office The council will receive nominations for the office of chairman for the municipal year 2026-27. When elected the chair to sign a Declaration of Acceptance of Office.
05.26.02	Election of the vice-chair to the council The council will receive nominations for the office of vice-chairman for the municipal year 2026-27.
05.26.03	Apologies for absence from the Annual Parish Council Meeting. If accepted, the reasons for absence to be approved by resolution.

05.26.04	<p>Declarations of interest Members to declare pecuniary and non-pecuniary interests in agenda items.</p>
05.26.05	<p>Minutes of previous meetings To receive, consider, approve and sign as a correct record the minutes of the Parish Council meeting held on Thursday 26th March.</p>
05.26.06	<p>Public participation session Members of the public may raise any issue for discussion, as this is the parish of Great Easton's Annual Assembly of electors. The chair will exercise his discretion in managing the session. The council's standing orders will apply to the annual parish council meeting. Members of the public may raise questions relating to the items on the agenda. Under Standing Order 3.g there will be a time limit for questions of 5 minutes per person per item on the agenda. The Chairman will at his discretion decide whether he is able to answer any question(s) or propose to put the item on the agenda for the next meeting.</p>
05.26.07	<p>District and County Councillors' Reports if councillors are present</p>
05.26.08	<p>Chair's report and to receive reports on progress on action points from previous meetings, including: Great Easton Beacon Parking next to Tilty church Asset of Community Value on Field in Duton Hill</p>
05.26.09	<p>Clerk's report on items not listed separately on the agenda To be circulated before the meeting and taken as read (copies will be available).</p>
05.26.10	<p>Neighbourhood Plan – report and decisions</p> <ul style="list-style-type: none"> • Report on progress and decisions • To consider payment for a professionally produced Landscape and Character Assessment. • To note grants and expenditure to date and to ratify payments as needed
05.26.11	<p>Playgrounds working group – report and decisions</p> <ul style="list-style-type: none"> • To agree on representatives from both the Great Easton and Duton Hill Parks Working Group.
05.26.12	<p>To discuss the viability of adding further defibrillators to the Parish Councils current stock.</p>
05.26.13	<p>To consider the internal audit, Annual Governance and Accounting Report 2024/25 and publication of accounts</p> <p>13.1 To receive and note the internal audit report</p> <p>13.2 To consider the questions in the Annual Governance Statement on Form 3 Section 1 and authorise the clerk and chairman to sign and date Section 1</p> <p>13.3 To consider and agree the Annual Accounting Statements figures on Form 3 Section 2 and authorise the chairman to sign and date Section 2</p> <p>13.3 To note the Statement of Variance and Register of Assets</p> <p>13.4 To approve the period of Tuesday 2nd June 2026 to Wednesday 15 July 2026, or another period of 30 working days which include the first 10 working days of July, for the exercise of public rights relating to the annual accounts.</p> <p>13.6 To confirm that a Notice of Public Rights in the prescribed form shall be published the day before the beginning of the period and by 30 June at the latest</p>
05.26.14	<p>Parish Council financial reports Details will be available at the meeting and beforehand if requested from the clerk</p> <ul style="list-style-type: none"> • To note the bank statements (reviewed by councillors), the receipts and payments since last meeting and in the year to date, reconciliation between bank statements and cash books and the balances/reserve held by the council.

05.26.15	<p>Financial Decisions</p> <ul style="list-style-type: none"> To approve regular, contractual and statutory payments (including by direct debit and continuing authority on debit card) in the financial year 2026-27 as set out in the schedule tabled in the meeting and annexed to the minutes. To approve or ratify other payments as circulated before or at the meeting To approve payment of the annual insurance premium, in consultation with the chair and another councillor, before 31 May 2026 (we are currently in a fixed rate agreement until 31st May 2028) 																								
05.26.16	<p>To adopt the Model Standing Orders 2025 Update (England)</p>																								
05.26.17	<p>Planning applications, decisions and progress on planning matters - to include applications notified after agenda is published.</p> <p>Planning Applications for consultation:</p> <table border="1" data-bbox="264 633 1482 824"> <thead> <tr> <th>Application</th> <th>Address</th> <th>Purpose</th> <th>Deadline to comment</th> </tr> </thead> <tbody> <tr> <td>UTT/26/01078/FUL</td> <td>Land At Mill End Green Road Great Easton Essex</td> <td>Erection of 7 no. dwellings and associated infrastructure.</td> <td>5th June 2026</td> </tr> </tbody> </table> <p>Decisions made:</p> <table border="1" data-bbox="264 898 1482 1126"> <thead> <tr> <th>Application</th> <th>Address</th> <th>Purpose</th> <th>Decision</th> </tr> </thead> <tbody> <tr> <td>UTT/26/0806/FUL</td> <td>Little Mayslands Dunmow Road Great Easton Essex CM6 2DJ</td> <td>Proposed demolition of existing outbuilding and erection of 1no. detached self-build dwelling.</td> <td>Approved</td> </tr> </tbody> </table> <p>Appeals:</p> <table border="1" data-bbox="264 1200 1482 1429"> <thead> <tr> <th>Application</th> <th>Address</th> <th>Purpose</th> <th>Deadline to comment</th> </tr> </thead> <tbody> <tr> <td>UTT/25/3095/FUL</td> <td>Orchard View Gallows Green Road Great Easton Essex CM6 3QS</td> <td>Proposed erection of 1 no. self-build dwelling with landscaping and associated operational development.</td> <td>18th June 2026</td> </tr> </tbody> </table>	Application	Address	Purpose	Deadline to comment	UTT/26/01078/FUL	Land At Mill End Green Road Great Easton Essex	Erection of 7 no. dwellings and associated infrastructure.	5th June 2026	Application	Address	Purpose	Decision	UTT/26/0806/FUL	Little Mayslands Dunmow Road Great Easton Essex CM6 2DJ	Proposed demolition of existing outbuilding and erection of 1no. detached self-build dwelling.	Approved	Application	Address	Purpose	Deadline to comment	UTT/25/3095/FUL	Orchard View Gallows Green Road Great Easton Essex CM6 3QS	Proposed erection of 1 no. self-build dwelling with landscaping and associated operational development.	18th June 2026
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05.26.18	<p>Receive representatives' reports (for items not shown separately on the agenda)</p> <p>Open spaces (to include playing fields and play areas)</p> <p>Footpaths, road safety and highways</p> <p>River interests</p> <p>Airport</p> <p>Community activities and events</p> <p>Easton AFC (formerly DUFC) and Laundry Lane sports field</p> <p>IT, website and communications</p>																								
05.26.18	<p>Resolve to exclude the public and press to consider issues which are confidential and/or sensitive.</p> <p>The council will consider the Clerk's contract terms.</p>																								
05.26.19	<p>Items for inclusion on next meeting's agenda or in the Five Parishes Magazine</p>																								
05.26.20	<p>Dates of Parish Council Meetings to be confirmed as follows:</p> <ul style="list-style-type: none"> Thursday 30th July 2026 Great Easton Village Hall, 7.00pm Thursday 24th September 2026, The Three Horseshoes Pub, Duton Hill, 7.00pm 																								

	<ul style="list-style-type: none">• Thursday 26th November 2026 Great Easton Village Hall, 7.00pm• Thursday 28th January 2027, The Three Horseshoes Pub, Duton Hill, 7.00pm• Thursday 25th March 2027, Great Easton Village Hall, 7.00pm
	Chairman to close council meeting and annual assembly.