# Under the 2014 -The Openness of Local Government Bodies Regulations- the meeting will be recorded for the accuracy of the minutes by the Clerk. The recording will be destroyed once the minutes have been confirmed

#  Great Waltham Parish Council

The Parish Office, Great Waltham Village Hall (Houlton Hall), South Street, Great Waltham.

E Mail: clerk@greatwalthamparishcouncil.co.uk Website: e.voice.org.uk

**Clerk: W.Adshead-Grant Chair: S.Gilbert**

 **Vice-Chair: A.Martin**

Posted: Tuesday 11th October 2022

The Public and Press are invited (Public Bodies Admission to Meetings Act 1960) and all Councillors are hereby summonsed to attend the meeting of the Great Waltham Parish Council on Monday 17th October 2022 at 7.30pm in the Pavilion, Great Waltham Recreation Ground, South Street, Great Waltham for transacting the following business:

*W.J. Adshead-Grant, Clerk.*

**AGENDA**

22/1273 Chair’s Welcome

Chair:

Councillors:

22/1274 Apologies for absence.

22/1275 Declarations of interests (existence and nature) with regard to items on the agenda and any request for dispensation

Members are required to declare any personal or prejudicial interests they know they may have in items of business on the meeting’s agenda. They are reminded that they will need to repeat their declaration at the appropriate point in the meeting and leave the room if the interest is a prejudicial one. Unforeseen interests must be declared similarly at the appropriate time. Members have dispensation to discuss and vote in respect of matters relating to the Precept.

22/1276 Public Participation Session (items do not need to be on the agenda)

Public Question Time. Members of the public are invited to address the Council, give their views, and question the Council on issues on this agenda, or raise issues for future consideration (at the discretion of the Chairman). Members of the public may not take part in the Council meeting itself. At the close of this item members of the public will no longer be permitted to address the Council unless invited to do so by the Chairman. Members of the public should address their representation through the Chairman of the meeting.

22/1277 Report by County Councillor - Cllr Mike Steel

22/1278 Report by Chelmsford City Councillor - Cllr Mike Steel

22/1279 Confirmation of the minutes of the monthly meeting held on 26th September 2022

22/1280 Local Planning Authority Decisions



22/1281 Planning Consultations

1. Ref 22/01715/LBC

Address: South Lodge Langleys The Village Great Waltham

Description of works: Removal of existing metal crittal windows to side and rear elevations of property and replace with wooden casement windows fitted with slimline double glazed units

1. Reference: 22/01455/FUL

Address: The Rose And Crown Chelmsford Road Great Waltham Chelmsford

Description of works: Siting of a temporary container/storage unit for food storage

22/1282 Finance Reports:

* **Reserve Accounts** **£** **52,330.73**
	+ Allotment Deposits £ 600
	+ FE Variable Speed Camera £10,000 (hold for 12 months)
	+ FE Path £5,000 (time limited – March 2023)
	+ Parish Reserves £15,730.73
	+ Capital Works £21,000
* **Current Account**  **£ 16,144.21**

**Total on Hand £ 68,474.94 (Before payments below)**

22/1283 Payments for Approval

|  |  |  |  |
| --- | --- | --- | --- |
| **Date** | **Item** | **Budget heading** | **Payment** |
|   |   |   |  |
| 30.09.2022 | Service Charge | Bank Fees | £18.00 |
| 03.10.2022 | Parish Office Rent | Office Rent | £316.09 |
| 17.10.2022 | EALC - Chairman training | Training | £360.00 |
| 17.10.2022 | DM Payroll - half year | Salary | £66.00 |
| 17.10.2022 | Amazon - paper | Office Equipment (Stationery +Postage) | £12.78 |
| 17.10.2022 | Amazon- led light | General Reserve | £25.97 |
| 17.10.2022 | JCM - hedge cut | Grounds Maintenance Contract | £96.00 |
| 17.10.2022 | HMRC | Paye | £543.06 |
| 17.10.2022 | Salaries | Salary | £1,510.41 |
| 17.10.2022 | Essex Pension fund | Pension | £396.45 |
| 17.10.2022 | Amazon - shredder paper | Office Equipment (Stationery +Postage) | £23.48 |
| 17.10.2022 | Amazon - shredder oil | Office Equipment (Stationery +Postage) | £12.48 |
| 17.10.2022 | Bury Lane Allotments water | Allotment Water | £86.55 |
| 17.10.2022 | Wave - water at pavilion | Utilities | £20.19 |
| 17.10.2022 | Wave - water at Brook Mead | Allotment Water | £124.18 |
|   |   | **TOTAL** | **£3,611.64** |

22/1284 Monthly Bank reconciliation – Chairman of the F&GP

22/1285 Updates on the action tracker – All

22/1286 Clerk’s Report and actions – The Clerk.

22/1287 Discuss the External auditors report – The Clerk.

22/1288 To discuss and agree the Council’s response to Chelmsford City Council’s Review of Adopted Local Plan – Issues and Options Consultation 2022 (copy circulated with the agenda)-Cllr Gilbert.

22/1289 Update on current Pavilion Bookings and consider requests for some charity support with free of charge bookings – The Clerk

* Clothes Swop – Cllr Palmer
* Candles and Carols at the Park.

22/1290 Review the provision of defibrillators within the Parish and consider whether the Parish Council should assume a role in their administration and availability - Cllr Martin.

22/1291 Agree for Chair and Clerk to attend the Rural Community Council of Essex village hall training course (at EALC office) – Cllr Gilbert

22/1292 Agree the proposed accessibility statement circulated prior to the meeting – Cllr Gilbert

22/1293 The Parish Council has all the necessary documents and policies in place to achieve Local Council Award Scheme Foundation level and wishes to proceed to adjudication paying all relevant fees.

* £50 registration fee to NALC
* £80 accreditation fee to EALC

22/1294 Discuss and approve any items for publication to the public.

* The Remembrance Sunday parade notice
* Cost of Living Support for Households in Essex website

**Next Planned meetings (all in the Pavilion) :**

Monday 24th October Finance & General Purposes Committee – **Budget Meeting.**

Monday 7th November Recreation Meeting.