

GREAT CANFIELD PARISH COUNCIL

Clerk to the Council – Allison Ward
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Councillors are hereby summoned to attend the **Ordinary Meeting of Great Canfield Parish Council** which will be held on **Monday 14 March 2022 at 8pm** at the village hall, for the purpose of transacting the business set out on the agenda below.

The press and public are cordially invited to attend.

MEETING AGENDA

1. **APOLOGIES FOR ABSENCE**
2. **PARISH COUNCIL VACANCY**
3. **DECLARATION OF INTERESTS FOR THIS MEETING**
4. **PUBLIC FORUM** – There will be 15 minutes available for the Public to speak on Parish Council matters on this agenda or any issue of local concern.
5. **MINUTES OF ORDINARY PARISH COUNCIL MEETING** 21 February 2022 for approval.
6. **COUNTY AND DISTRICT CLLRS REPORTS**
7. **CLERK’S PROGRESS UPDATE and CORRESPONDENCE**

To receive a report from the Clerk

8. PLANNING

8.1. Applications for decision

To receive a report from Cllr Barlow and Cllr Jewell on the following applications

Application No UTT/22/0632/HHF
Location Woodlands, Bacon End Road
Development Single storey and two storey rear extension

Application No UTT/22/0643/OP
Location Woodlands, Bacon End Road
Development Outline application with all matters reserved except access and layout for 1 no. dwelling.

Application No UTT/22/0667/CLP
Location Adams Huttes House, Bacon End Road
Development Single storey rear extensio

8.2. Decisions for information - None

9. HIGHWAYS, FOOTPATHS, TREES, CRIME

9.1. Highways to receive a report from Cllr Hepburn and Cllr Mackley

9.2. Trees to receive a report from Cllr Knight

9.3. Footpaths, to note confirmation that Uttlesford Ramblers Work Party have completed all the work agreed with Essex Highways in the Great Canfield Parish; installed 10 new waymark posts, refixed or cleared so they could be seen, a further 6, cleared, so they could be walked 4 bridges, and cleared numerous areas of vegetation and fitted many new

signage discs. Essex Highways have been asked to sort out the rerouting of the footpath at Hall Farm and the signage over the river in Bury Farm.

10. ANNUAL REVIEW OF PARISH COUNCIL POLICY

To receive a report from the Clerk on the following policies which are required to be reviewed annually

10.1.Standing Orders

10.2.Financial Regulations

10.3.Grant policy

10.4.Complaints Procedure

10.5.Other

11. GRASS CUTTING TENDER FOR 2022

To consider whether to tender for grass cutting along Green Street for 2022.

12. QUEEN'S PLATINUM JUBILEE CELEBRATIONS

To receive a report from Cllr Mackley on current plans.

13. VILLAGE HALL REPORT

13.1.To receive a report from Cllr Mackley on behalf of the village hall committee.

13.2.Parish council to approve any amendments required to supplementary hall hire guidance following the removal of Covid restrictions, clerk to circulate.

13.3.To approve village hall payments for the month of February 2022 as set out below

PAYMENT TO	METHOD	VALUE
Great Canfield Parochial Church Council – Monthly Hall Rent	Direct Debit	£ 61.00
Scottish Power – Monthly Electricity	Direct Debit	£ 27.00
Allison Clark – Cleaning	Online	£ 41.49

13.4.To record the receipts received February 2022.

14. FINANCE

14.1.Chairman to authorise the schedule of payments for electronic payment.

PAYMENT TO	VALUE
Allison Ward – Parish Clerk salary February 2022	£ tbc

14.2.To consider the draft accounts for 2021/22 and any adjustments that require approval before being submitted to the internal auditor for review.

15. ITEMS FOR NEXT AGENDA

16. **DATE OF NEXT MEETING** scheduled for Monday 11th April 2022 at 8pm in the village hall.

TIME AND CLOSE OF MEETING

Allison Ward

Allison Ward
Parish Clerk
9th March 2022