



SHALFORD PARISH COUNCIL

Members of the Council are hereby summoned to attend a meeting to be held at Shalford Village Hall on Wednesday, 21st February 2024 commencing at 7:30pm for the purpose of transacting the following business:

The meeting will be open to the public unless the Council directs otherwise.

AGENDA

1. **Apologies for Absence.**
2. **To receive member's declarations of interest and dispensations in items on the agenda.**
(Dispensations should be requested from the Clerk before the meeting).
3. **Minutes:** Acceptance of the following minutes:
 - Ordinary Meeting of the Parish Council held on 17th January 2024
4. **Public participation session with respect to items on the agenda and other matters that are of mutual interest or local concern:** *(A maximum of 15 minutes shall be allowed for public question time, and it is requested each member of the public speak for a maximum of 3 minutes).*
5. **District and/or County Councillor:** To receive District and County reports
6. **VAS Project:** To receive an update on the progression of the licence.
7. **Clerks Report:** To receive a report from the Clerk.
8. **Stores Cottages Update:** To receive an update on the Store Cottage road flooding issue.
9. **Neighbourhood Plan:** To receive a progress update and agree any further steps that need to be taken before our next PC meeting in March.
10. **Annual Parish Meeting:**
To agree a date for the Annual Parish Meeting
Proposed date of 22nd May 2024.
11. **Wethersfield Parish/Ward Councillors Meeting 12th February:**
To receive a report on recent meeting with Dave Butler (Home Office) regarding Wethersfield Airbase.
12. **Letter to Suregreen etc re HGV Weight Limit Flouting & Church End Residents:**
To agree to send a letter to Suregreen etc on behalf of the Shalford residents.

13. **WASC:** To receive an update.

14. **Finance:**

- i. To receive the financial report and approve payments (Appendix I)
- ii. To agree to award a grant to Shalford Fete Committee for of £158.40 to provide St John Ambulance First Aid attendance at the Village Fete 2024.
- iii. To receive and discuss the Grant Application received from Bendlowes for £1500 to purchase new chairs for the Village Hall.

15. **Planning:**

To review and agree a response to any planning applications that have arisen since the agenda was prepared.

Update on Planning Applications Listed in the Previous Minutes:

23/02404/FUL 1 Cliff Cottages The Street Shalford Essex CM7 5HN
Erection of 1 No. Dwelling.
- Pending Consideration.

23/02966/FUL Old Shalford Green Chapel Shalford Green Shalford Essex
Retrospective Change of use of disused public worship or religious instruction (Use Class F1(f) to 1no. dwelling house (Use Class C3)
- Pending Consideration.

23/02844/TPO 2 White Court Shalford Essex CM7 5FY
Notice of intent to carry out works to trees protected by Tree Preservation Order TPO - 4/2017
T1-Medium Ash, deadwood removed and shaped on the sides by 0.5-1m T2-Medium Oak crown reduced by 1.5-2m, lower branches lifted and ivy severed at base T3-Robinia reduced in height by approx. 2.5m, lower branches removed.
- Pending Consideration.

16. **Items for the next agenda:**

17. **Chair to Close Meeting:**

Time Closed:

18. **Next Parish Council Meeting:**

20th March 2024

J Boot

Clerk & RFO to Shalford Parish Council

Dated: 15th February 2024

Appendix I

Shalford Parish Council Finance

14th February 2024

		Cash Book Balance From 10/01/2024	£ 39,348.77
Payments Made			
Date	Payee	Description	Amount
11/01/2024	Pets at Home	Dog Poo Bags	£ 12.00
12/01/2024	Pets at Home	Dog Poo Bags	£ 18.95
17/01/2024	Account Trsfr	Bank Tsfr to Current Account	£ 10,000.00
17/01/2024	Account Trsfr	Bank Tsfr from Reserve Account	-£ 10,000.00
17/01/2024	Npower	Streetlights	£ 82.90
17/01/2024	RCCE	Membership to 30.06.24	£ 72.60
18/01/2024	Bendlowes	Defib Training Refreshments	£ 50.00
24/01/2024	Dunelm	Cleaning Sponges	£ 4.00
25/01/2024	HMRC	Quarterly Tax & NI	£ 815.72
26/01/2024	Salaries	Salaries, PAYE & Pension	£ 692.28
01/02/2024	Stripe	Brightpay connect	£ 1.30
13/02/2024	Amazon	6 Jubilee Clips for VAS unit	£ 34.08
Payments Received			
Date	Payee	Description	Amount
19/01/2024	Groundwork UK	Neighbourhood Plan Grant	£ 7,340.00
		Cash Book Balance on 14/02/2024	£ 44,904.94
Bank Balances on 14/02/2024			
	Unity Current Account	£ 19,084.15	
	Unity Reserves	£ 25,679.30	
	Equals Card	£ 141.49	£ 44,904.94
Less Unpresented Cheques/Direct Debits			
			£ -
		Reconciled Total:	£ 44,904.94
Payments for Approval			
Date	Payee	Description	Amount
21/02/2024	Elan City	Evolis City VAS Unit	£ 2,891.29
21/02/2024	EALC	Inv 17286	£ 228.00
28/02/2024	Salaries	Salaries, PAYE & Pension	£ 733.96
28/02/2024	B. Keen	December Bins	£ 65.00
28/02/2024	B. Keen	January Bins	£ 65.00
tbc	Essex Highways	Purchase & Installation of 3 Poles	£ 1,800.00
tbc	Jake Contractor	Grass Maintenance (4 Hours)	£ 100.00
		Cash Book Balance After Payments	£ 39,021.69
		* Budgeted Figures	