



SHALFORD PARISH COUNCIL

Members of the Council are hereby summoned to attend a meeting to be held at Shalford Village Hall on Wednesday, 18th September 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:
 - Meeting of the Parish Council held on 17th July 2024
 - EO Meeting of the Parish Council held on 15th August 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. **Parish Ranger:** To receive an update.
7. **Neighbourhood Plan:** To receive an update.
8. **Planters Planting Scheme Autumn 2024:** To agree on proposed Autumn planting scheme suggestions using our £500 budget, proposed by Cllr Birks.
9. **Essex Local Nature Recovery Strategy Consultation:** To discuss and agree a response, proposed by Cllr Hull.
10. **Removal of Winter Fuel Allowance:** To discuss whether there could be a Shalford Parish Council community approach to help any older residents who are financially at risk during the colder months, proposed by Cllr Merryweather.
11. **HR Committee Meeting for Staff Review:** To agree a date for the next HR meeting.

12. **Christmas Light Switch On 30th Nov 2025:** To agree the following proposed by Cllr French:
- Pay hire for Village Hall
 - Obtain Event License from BDC
13. **Upgrade to Advanced Hosting:** To agree to an upgrade with 'CloudNext to increase email storage from 5GB to 10GB.

☐	CURRENT	☐	UPGRADE
Premium Hosting		Advanced Hosting	
1 x Hosted Site		1 x Hosted Site	
£99.99 per year		£149.99 per year	
✓ 75 GB Fast SSD Webspace per site ✓ 75 x 5 GB Mailboxes per site ✓ Timeline Backups ✓ Host up to TEN Sites		✓ UNLIMITED Fast SSD Webspace per site ✓ UNLIMITED 10 GB Mailboxes per site ✓ Timeline Backups ✓ Host up to TWENTY Sites	

14. **Clerks Report:** To receive a report from the Clerk
15. **Finance:**
- i. To receive the financial report, approve payments and to ratify additional payments made since last meeting (Appendix I)
16. **Planning:**
- To review and agree a response to all planning applications including those that have arisen since the agenda was prepared:

24/01719/FUL - Hunts Farm Hulls Lane Shalford Essex CM7 5HX
Conversion of barn to 1No. dwelling
Expires: 11th September 2024

24/01755/FUL - Sheering Hall Braintree Road Shalford Essex CM7 4QY
Conversion of barn to 2No. dwellinghouses, erection of cart lodges and associated development and landscaping
Expires: 3rd October 2024

17. **Items for the next agenda:**
18. **Chair to Close Meeting:**
Time Closed:
19. **Next Parish Council Meeting:**
16th October 2024.

J Boot

Clerk & RFO to Shalford Parish Council

Dated: 12th September 2024

Appendix I

Shalford Parish Council Finance			
11th September 2024			
		Cash Book Balance From 11/07/2024	£ 39,506.11
Payments Made			
Date	Payee	Description	Amount
19/07/2024	Npower	Streetlighting	£ 68.66
19/07/2024	Information Commissioner	Annual Data Protection Fee	£ 40.00
19/07/2024	CJ Butcher	May Grass Cut	£ 62.50
19/07/2024	J. Boot (Amazon)	Office Chair	£ 56.99
26/07/2024	Salaries	Salaries, PAYE & Pension	£ 772.82
26/07/2024	Salaries	HMRC	£ 504.60
26/07/2024	B. Keen	Bins & Bus Shelters (June)	£ 65.00
02/08/2024	BrightPay	Brightpay Connect	£ 1.40
22/08/2024	NorthEnd Nurseries	Red Maple Tree 150th School Anniversary	£ 102.00
28/08/2024	Salaries	Salaries, PAYE & Pension	£ 623.04
28/08/2024	B. Keen	Bins & Bus Shelters (July)	£ 65.00
28/08/2024	CloudNext	Annual Premium Hosting	£ 119.98
	SLCC	CiLCA Extension Fee	£ 50.00
02/09/2024	BrightPay	Brightpay Connect	£ 1.40
05/09/2024	Post Office	Stamps (Village Magazine)	£ 8.15
Payments Received			
Date	Payee	Description	Amount
30/06/2024	HMRC	VAT Reclaim	£ 2,146.03
12/08/2024	HMRC	VAT Reclaim	£ 332.66
		Cash Book Balance on 11/09/2024	£ 39,443.26
Bank Balances on 11/07/2024			
	Unity Current Account	£ 13,009.54	
	Unity Reserves	£ 26,044.77	
	Equals Card	£ 388.95	£ 39,443.26
Less Payments Pending			
			£ -
Reconciled Total:			
			£ 39,443.26
Payments for Approval			
Date	Payee	Description	Amount
19/09/2024	CJ Butcher	Grass Cutting 19/6, 2/7 & 16/7	£ 150.00
19/09/2024	Salaries	Salaries, PAYE & Pension	£ 789.46
19/09/2024	B. Keen	Bins & Bus Shelters (August)	£ 65.00
02/10/2024	BrightPay	Brightpay Connect	£ 1.40
			£ 1,004.46