



SHALFORD PARISH COUNCIL

Members of the Council are hereby summoned to attend a meeting to be held at Shalford Village Hall on Wednesday, 16th October 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. **Notification of the resignation of Cllr Kevin Welsh and the process of a casual vacancy.**
3. **To receive member's declarations of interest and dispensations in items on the agenda.**
(Dispensations should be requested from the Clerk before the meeting).
4. **Minutes:** Acceptance of the following minutes:
 - Meeting of the Parish Council held on 18th September 2024
5. **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).*
6. **District and/or County Councillor:** To receive District and County reports
7. **Finchingfield and Wethersfield Neighbourhood Plan Pre-Submission draft Consultation:**
To discuss and agree a response before 22nd November 2024.
8. **Neighbourhood Plan:**
 - (a) To receive an update
 - (b) To Decide on the new Project Manager.
 - (c) To Agree date for next Working Party Meeting
9. **HR Committee:**
 - (a) To Decide on new Committee member
 - (b) To Agree date for the next HR meeting.
10. **VAS Project:** To agree on new Project Manager.
11. **Essex Local Nature Recovery Strategy Consultation:** To discuss and agree a response prepared by Cllr Hull.

12. **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.
13. **PO Box Purchase for all Shalford Parish Council Correspondence:** To agree to purchasing a PO Box address for all Shalford Parish Council Correspondence.
14. **West of Braintree Funding:** To decide on budget for future West of Braintree funding, proposed by Cllr French.
15. **Footpath 3 from The George to the Church:** To discuss ongoing situation with the state of this footpath and to decide on possible next steps.
16. **Clerks Report:** To receive a report from the Clerk
17. **Finance:**
 - i. To receive the financial report, approve payments and to ratify additional payments made since last meeting (Appendix I)
18. **Planning:**

To review and agree a response to all planning applications including those that have arisen since the agenda was prepared:

24/01974/FUL - Greenways Jaspers Green Shalford Essex CM7 5AX
Proposed replacement dwelling and erection of detached cartlodge
Expires: 17th October 2024

24/002053/VAR - Thomaston Braintree Road Shalford Essex CM7 4QY
Application for the removal of condition 2 (agricultural occupancy) of permission P/BTE/0084/81/OT/B granted 27/04/1981 for the proposed erection of agricultural dwelling.
Expires: 24th October 2024

Earls Colne Neighbourhood Plan Regulation 16 Consultation: To discuss and agree a response
Expires: 15th November 2024.
19. **Items for the next agenda:**
 - POSI
 - Budget 2025/26
 - Casual Vacancy
20. **Chair to Close Meeting:**

Time Closed:
21. **Next Parish Council Meeting:**

20th November 2024.

J Boot

Clerk & RFO to Shalford Parish Council

Dated: 10th October 2024

Appendix I

Shalford Parish Council Finance			
10th October 2024			
		Cash Book Balance From 11/09/2024	£ 39,443.26
Payments Made			
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
20/09/2024	Amazon	Notice Board Key	£ 3.39
30/09/2024	Unity Trust Bank Plc	Service Charge	£ 18.00
02/10/2024	BrightPay	Brightpay Connect	£ 1.40
Payments Received			
Date	Payee	Description	Amount
24/09/2024	Unity Trust Plc	Credit Interest	£ 180.53
26/09/2024	BDC	Precept 2nd Payment	£ 13,500.00
		Cash Book Balance on 10/10/2024	£ 52,096.54
Bank Balances on 10/10/2024			
	Unity Current Account	£ 25,487.08	
	Unity Reserves	£ 26,225.30	
	Equals Card	£ 384.16	£ 52,096.54
Less Payments Pending			£ -
Reconciled Total:			£ 52,096.54
Payments for Approval			
Date	Payee	Description	Amount
16/10/2024	Community Heatbeat	Defib Annual Support	£ 453.60
16/10/2024	Tesco Petrol (Ranger)	5.4 Litre Unleaded	£ 7.77
16/10/2024	PKF Littlejohn	External Audit Charges	£ 252.00
16/10/2024	Shalford Village Magazine	2nd Half of Grant	£ 1,000.00
16/10/2024	CJ Butcher	Grass Cutting	£ 150.00
16/10/2024	Shalford Village Hall	Hall Hire 2024-25	£ 550.00
16/10/2024	Npower	Street Lighting INV11630791	£ 65.24
28/10/2024	Salaries	Salaries, PAYE & Pension	£ 637.77
28/10/2024	B. Keen	Bins & Bus Shelters (September)	£ 60.00
02/11/2024	BrightPay	Brightpay Connect	£ 1.40
			£ 3,177.78