



SHALFORD PARISH COUNCIL

Members of the Council are hereby summoned to attend a meeting to be held at Shalford Village Hall on Wednesday, 19th March 2025 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 19th February 2025
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. **VE D Day 80th Anniversary 8th May 2025:**
To agree whether to purchase a Lapel Pin @ £5 each or Magnetic Bookmark @ £3 each for every child who attends the anniversary lunch.
7. **Shalford Neighbourhood Plan Steering Group:**
 - To receive an update.
 - Shalford Parish Council have received grant funds of £3225.00 from Groundwork UK dated 14/02/25 which is to cover consultancy fees invoiced by Alison Eardly regarding the pursuit of site allocations.
8. **VAS Project:**
 - To receive an update from Cllr Birks
 - To decide whether to purchase one or two new units using some of the S106 monies.
9. **Greater Essex Devolution Consultation:**
Cllr French has requested that the Council discuss this item and decide whether to comment.

10. **Free Weekly Fitness Classes for the Local Community:**
To receive a report from Cllr French and to agree whether to go forward with this project.
11. **Tree Preservation Officer:**
Cllr French would like the Council to discuss our Tree Preservation Officer vacancy and decide whether to advertise for this position.
12. **Annual Parish Meeting 28th May 2025:**
To discuss and agree any expenditure
13. **Bleed Control Kit donated by The Creamer fund:**
To decide on location for installation.
14. **PROW Service Level Agreement:**
To decide whether to apply for a Service Level Agreement with BDC for over £700 to cut our own village footpaths.
15. **Clerks Report:**
To receive a report from the Clerk
16. **Finance:**
 - i. To receive the financial report, approve payments and to ratify additional payments made since last meeting (Appendix I)
17. **Planning:**
To review and agree a response to all planning applications including those that have arisen since the agenda was prepared:
18. **Items for the next agenda:**
19. **Chair to Close Meeting:**
Time Closed:
20. **Next Parish Council Meeting:**
16th April 2025.

J Boot

Clerk & RFO to Shalford Parish Council

Dated: 13th March 2025

Appendix I

Shalford Parish Council Finance			
13th March 2025			
		Cash Book Balance From 10/02/2025	£ 44,215.57
Payments Made			
Date	Payee	Description	Amount
19/02/2025	RH Argent	Christmas Stand Materials	£110.40
19/02/2025	CJ Butcher	Grass 27/8/24 to 05/11/24 (4x £50)	£200.00
19/02/2025	Npower	Streetlamps	£142.29
20/02/2025	B&M	Printer Paper	£6.50
25/02/2025	Post Office	Stamps	£13.20
28/02/2025	Salaries	Salaries, PAYE & Pension	£716.69
28/02/2025	B. Keen	Bins & Bus Shelters (January 2025)	£65.00
28/02/2025	Unity Bank Plc	Service Charge	£6.00
31/01/2025	SWARCO	Supply & Installation of VAS poles	£2,967.65
05/03/2025	BrightPay DD	Brightpay Connect	£1.40
07/03/2025	Flags & Flagpoles	1x Sewn Union Flag for History Society	£97.20
Payments Received			
Date	Payee	Description	Amount
14/02/2025	Groundwork UK R/C	NHP Grant Income	£ 3,225.00
		Cash Book Balance on 13/03/2025	£ 43,114.24
Bank Balances on 13/03/2025			
	Unity Current Account	£ 16,700.06	
	Unity Reserves	£ 26,400.94	
	Equals Card	£ 13.24	£ 43,114.24
Less Payments/Receipts Pending			
		£ -	£ -
Reconciled Total:			£ 43,114.24
Payments for Approval			
Date	Payee	Description	Amount
19/03/2025	WASC	Earmarked WASC Contribution	£1,121.00
19/03/2025	Alison Eardley	NHP Consultancy Fee	£3,870.00
28/03/2025	Salaries	Salaries, PAYE & Pension	£695.74
28/03/2025	B. Keen	Bins & Bus Shelters (February 2025)	£65.00
02/04/2025	BrightPay DD	Brightpay Connect	£1.40
Total:			£5,753.14