**Great Bentley Parish Council**

*Clerk and Responsible Financial Officer to the Council: Jennifer Spear*

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**Members of the Council are hereby summoned to attend the Full Parish Council Meeting taking place at The Village Hall Plough Road Great Bentley Colchester CO7 8LG** **on Thursday 2nd March 2023 at 7:00pm for the purpose of transacting the following business:**

**Members of the press and public are welcome to attend.**

Signed

Jennifer Spear

Clerk Responsible Financial Officer to the Council 23rd February 2023

**AGENDA**

**03.245.23 To Receive and approve any Apologies of Absence**

**03.246.23 To Receive any declarations of Interest.**

**03.247.23 Minutes of the Extraordinary Meeting from the 9th February 2023 meeting (previously circulated) to be approved and signed.**

**03.248.23 Public Participation session with respect to items on the Agenda and matters of mutual interest (time limited to 15 minutes)**

**03.249.23 Southside Track**

a) To discuss the offer of benches / bin / tree / posts from Cadent for the upheaval to the Green because of the laying of their new Gas Pipe.

b) To note that because the Cadent Pipe location has been agreed to be laid in The Green running alongside the Southside Track the consent to lay has now been signed which has meant that the biannual maintenance on the Southside Track has been able to be carried out.

**03.250.23 Update on the Cala homes footpath diversion**

**03.251.23 Clerk’s Report**

**03.252.23 Finance**

1. To review the monthly financial bank reconciliation
2. To approve new payments for March in accordance with the 2022/23 budget – please see attached payments list
3. To note the Final External Auditors Report for year End 2021/22 and discuss any actions required from the Report, (risk management).
4. To discuss booking the Internal Auditor for year end 2022/23
5. To discuss and agree the Talk Talk price rises
6. To discuss renewing the councils membership with Friends of Historic Essex for 2023 - £12 per year
7. To discuss and agree to the purchase of “No Dog Signs” for the play area
8. To note that the NetScout grant application has been refused
9. To note that the CACF Application fund has closed before the PC could apply

**03.253.23 Environmental Working Group**

a) To note the Environmental Working Group Report

b) To hear a small presentation on Biodiversity from Mark Halladay

b) To discuss and agree to the clerk contacting John Hall from PACE to look into alternative funding streams now the Climate Challenge Action Fund has closed.

**03.254.23 The Green Working Group**

a) To note the report from the Green Working Group

b) To agree to the removal of the 3 dead trees from the tree wardens report and the removal of the dead branches from the other one as part of the parish councils contracted usual spring clearance.

**03.255.23 Memorial Bench Policy**

Proposal:

a) To discuss and agree the installation and maintenance cost to last 10 years for any new benches.

b) To discuss and agree a cost for the 10 re-sponsoring of benches already in place.

c) To discuss implementing the proposed Memorial Bench Policy to take into consideration the above resolutions.

**03.256.23 Document Retention Policy**

Proposal – To discuss implementing the document Retention Policy

**03.257.23 Risk Management Policy**

Proposal – To discuss and implement the Risk Management Policy

**03.258.23 To discuss and agree the cost of Wood for Stone carrying out the name correction on the war memorial at a cost of £75 plus VAT**

**03.259.23 To discuss and agree to works and the cost of bollards for the following areas:**

a) Works at Mill House section of the Green – to install a 120 ft row of 4x4 treated timber posts at 6 ft intervals with one removable

Quote 1) £1200 Quote 2) *see below*

b) Works Adjacent to the Playground – to install a 40ft row of posts 4ft 4 x 4 treated timber posts at 6 ft intervals

Quote 1) £390 Quote 2) – includes both **a** and **b works** together £920

c) The road barriers at Heckfords Road – to supply and replace existing posts with new 6ft 6 x 6 treated timber posts and refix the existing poles.

Quote 1) £580 Quote 2) £1020

d)The War Memorial – to supply and install 5 x 5 hardwood posts (to match existing style), reuse existing iron fixings to rehang existing chains

Quote 1) Hardwood - £1150 or Treated Timber £900 Quote 2) 1350

*To be noted that for Quote 1 the total is £3320 with the hardwood option or £3070 with the treated timber option, Quote 2 total is £3290 – both are net costs.*

**03.260.23 To discuss the proposal to consolidate the signage into one/two new signs to cover current notifications and include “CCTV in operation” at the train Station.**

**03.261.23 Village Green Requests**

a) To discuss giving permission to the Carnival and Fete association for use of the village Green on Saturday 24th June 2023 for the Carnival

b) To discuss the grant request for the portaloos for the Carnival on Saturday 24th June 2023

c) To discuss giving Friends of the Green Permission to fundraise on The Green on the Wednesday Biker Nights that will soon be returning.

d) To discuss the updated request from UK Power Networks for a new electricity connection to The Forge.

**03.262.23 County Broadband**

a) To discuss raising awareness of County Broadbands Intentions for a full fibre broadband in the village

b) To discuss asking what Community Support County Broadband can offer Great Bentley if the project goes ahead.

**03.263.23 To note the receipt of the Agronomy report and to discuss and agree any actions from it.**

**03.264.23 VAS/ SIDS Sign Update**

**03.265.23 Coronation**

To note that a grant has been applied for from the National lottery for £7709, this is made up of £1700 live band, £2500 Marquee. £825 hire of tables & chairs, security required for 3 nights £588, Generator £388, magician £150, small marquee £150, Band £500, first aid £460, banner for the sponsors £348, £100 choir. There is a contingency in place if the grant is not awarded or less is awarded.

To note that the Coronation group are covered under the Parish Council insurance at no extra cost to the Parish Council, there may be an extra cost for the generator the clerk is awaiting this from our insurance provider.

To note that the risk assessment has been completed and handed to the clerk.

a) To discuss and agree to the hiring of the mobile toilets for the Coronation to come out of the Councils agreed budget under Grants from the 2023/24 budget.

b) To discuss and agree to the £500 donation earmarked for the Coronation in the 2023/24 from the agreed budget.

**03.266.23 Planning/Housing**

**To discuss and agree any comments for the following planning applications:**

**a)** [23/00112/FULHH](https://idox.tendringdc.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=ROXZHIQB0OT00) - The Poplars The Green Great Bentley Colchester , Proposed conversion of existing detached barn within the grounds of 'The Poplars' into ancillary accommodation associated with the dwelling and construction of an attached car port

**b)** 23/00119/NMA, Land at Station Field Plough Road Great Bentley Essex, Non Material Amendment to application reference 18/01981/DETAIL for the relocation of substation to eastern boundary of site and re-positioning of driveway to plot 124

c) 23/00055/FULHH - 4 Morella Close Great Bentley Colchester Essex, Proposed single storey rear extension to form kitchen/garden room.

d) 21/00022/FUL, The Pit Stop Colchester Road Great Bentley Clacton On Sea, Proposed extension to Garage Workshop to include 2 new bays.

**To note the following planning decision:**

e) 22/01601/FUL, The Grange Heckfords Road, Great Bentley, retrospective application for the erection of a building for storage of machinery and ancillary domestic/leisure use.

To note that this application was refused by the Planning Committee.

**03.267.23 Reports from District and County Councils** (ECC Alan Goggin, TDC Lynda McWilliams)

**03.268.23 Council Reports:**

**a)Footpath report**

Proposal – To discuss appointing Melanie Sawers as the New Footpath Officer

**b)Caretaker’s Report**

Circulated prior to the meeting

**c)PCSO Crime Report**

Circulated prior to the meeting

**d)Tree Wardens Report**

Actions from last months report were carried out by the Green Working Group and proposals added to the agenda above in item 03.256.23.b

**03.269.23 Highways & Transport Reports:**

Circulated prior to the meeting

**0370.23 Training/Events**

a) Reports on attended events

b)Nominations for new events

**03.271.23 Information Exchange/Items for next agenda**

**03.272.23 To confirm date and time of next meeting**

The next Parish Council meeting is booked for 7:00pm on Thursday 4th April 2023

**03.273.23 Public Open Forum** (Maximum 10 minutes)

**This section of the meeting is closed to the public (Public Bodies (Admissions to Meetings) Act 1960, s 1 (1) g)**

**03.274.23 To discuss the outcome from the Personnel Committee Meeting**