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

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**Members of the Council are hereby summoned to attend the Parish Council Meeting taking place at The Village Hall Plough Road Great Bentley Colchester CO7 8LG** **on Thursday 6th July 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 22nd June 2023

**AGENDA**

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

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

**07.86.23 Minutes of the Full Council Meeting from the 01st July 2023 meeting (previously circulated) to be approved and signed.**

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

**07.88.23 School OBE**

**Tracey Caffull Executive Headteacher from Great Bentley Primary School**

**07.89.23 Clerk’s Report**

To note report circulated prior to the meeting and answer any questions

**07.90.23 Finance**

a) To review the monthly financial bank reconciliation

b) To discuss renewing the councils yearly membership for the TDALC for £25

c) To approve final payments for July and August in accordance with the 2023/24 budget – please see attached payments list

d) To note receipts: £89.16 Office Rent Pre School

£150 St Osyth PC for half of the costs of the Cyber Insurance from 2022

£4235.88 Essex County Council Verge cutting for 2022 and 2023

£2371.18 VAT refund up 31/03/23

£109.20 Signbase refund for a pole not needed

**07.91.23 To discuss and agree the purchase of a plaque for the Coronation Tree**

**07.92.23 To discuss and agree quotes for the pond maintenance**

**07.93.23 To Discuss and agree quotes for the flag pole repair**

**07.94.23 To discuss any updates regarding the South Side Track**

a) To agree and discuss the usual maintenance work for the track due by September.

b) To agree on next steps for The Green Protection project of the South Side Track.

**07.95.23 To discuss purchasing 30mph stickers for resident’s wheelie bins in the village**

**07.96.23 Refurbishing the Village Sign and Village Sign Area**

a) To discuss going ahead with the refurb at the cost of £1700 + VAT

b) To discuss the quotes for maintenance work to the slabs underneath the village sign.

c) To discuss purchasing a plaque thanking Community Reach Brightlingsea for their donation of £2000 towards the Great Bentley Christmas lights.

**07.97.23 To discuss the replacement of the Betty Kerridge tree that has died on The Green.**

**b) To discuss the updated Memorial Bench and Memorial Tree Policy**

**07.98.23 To discuss the quote for the maintenance required to the war memorial and the additional work on cleaning the surrounding area.**

**07.99.23 Policies and Committees**

a) To discuss and agree to implementing the Social Media policy.

b) To discuss and agree to implementing the Signage Policy.

c) To discuss and agree to the addition of a fourth member of the Personnel Committee.

**07.100.23 The Environmental Working Group**

a) To note the report from the Environmental Working Group

b) To discuss and agree to increasing the residents membership from 3 to 4, and beginning a recruitment process for this voluntary role.

b) 20 is Plenty – To discuss and agree to the consultation of the residents of Great Bentley to move the project forward

c) To discuss the proposal of adding a no parking crossed hatched area in front of the bottle bank.

d) To discuss and agree to the consultation of the residents of Great Bentley for the of installing a Trim Trail utilising the S106 money

e) To discuss the publication of the Energy audit and to discuss carrying this out annually.

**07.101.23 The Green Requests**

a) To discuss granting an extension for the finish time from 10pm to 11pm for an event on the Village Green after the Flower Show in September 2024

b) To discuss allowing the use of a bouncy castle on The Green on the 28th August for the Annual Cricket match played in memory of Jeff Wright.

**07.102.23 The Green Working Group**

a) To note the report from the Green Working Group

b) To discuss tasking The Green Working Group to propose a plan for the tractor and the cutting of the Village Green.

c) To discuss the actions form the litter review, including new bins and the relocation of existing bins, plus the request for 3 new bins requested by Mick Dorling.

d) To discuss the letters for parking on the green.

**07.103.23 To discuss the purchase of the suggested signs from the Footpath Officers Report**

**b) To discuss the purchase of additional signage for the Parish Council Office location.**

**07.104.23 To discuss taking part in the Salt Bag Partnership Scheme**

**07.105.23 To discuss and agree actions for the annual cutting and clearing of the Spinney.**

**07.106.23 Planning/Housing**

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

**a)** [23/00814/TCA](https://idox.tendringdc.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=RW4XG2QB0OT00)

Caldew Cottage, The Green, Great Bentley

2 x Maple Trees - Reduce back to previous cut points.

**b)** [23/00746/FUL](https://idox.tendringdc.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=RVGPWCQB0OT00)

Grange Farm Barn Heckfords Road Great Bentley

Proposed erection of polyfunctional store building

c) [23/00774/FULHH](https://idox.tendringdc.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=RVMOK7QB0MT00)

47 Michael Wright Way Great Bentley

Erection of rear and side extensions to existing detached garage to create an annexe

d) [23/00796/TCA](https://idox.tendringdc.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=RVVQ5OQB0OT00)

The Moors The Green Great Bentley Colchester

T1 Walnut reduce by 30%. T2 Ceder reduce by 30%. T3 Limes reduce by 30%.

e) [23/00695/FULHH](https://idox.tendringdc.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=RUQXP6QB0OT00)

The Old Rectory The Green Great Bentley

Proposed erection of two bay cartlodge.

**f) To discuss the proposed reinforcement works by Cadent on The Path**

**To Note the following planning decisions:**

[23/00796/TCA](https://idox.tendringdc.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=RVVQ5OQB0OT00)

The Moors The Green Great Bentley Colchester

T1 Walnut reduce by 30%. T2 Ceder reduce by 30%. T3 Limes reduce by 30%.

Approval – Full Delegated Decision

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

**07.108.23 Council Reports:**

**a) Footpath report**

Circulated prior to the meeting

**b) Caretaker’s Report**

Circulated prior to the meeting

**c) PCSO Report**

*There is no report as unfortunately the PCSO has been unable to return to work at this time.*

**07.109.23 Highways & Transport Reports:**

Circulated prior to the meeting

**07.110.23 Training/Events**

a) Reports on attended events

b) Nominations for new events

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

**07.112.23 To confirm date of the next Parish Council Meeting**

The next Council meeting is booked for 7:00pm on Thursday 07th September 2023.

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