*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 05th October 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 28th September 2023

**AGENDA**

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

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

**10.147.23 Minutes of the Extraordinary Council Meeting from the 14th September meeting (previously circulated) to be approved and signed.**

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

**10.149.23 Report from Kevin Wilby about the Primary School Expansion**

**10.150.23 To hear a report from Dawn Vinn regarding the Train Station adoption and to discuss the council renting a room in the station to support the scheme.**

**10.151.23 Clerk’s Report**

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

To note that the allotment invoices and updated tenancy agreements have all been sent.

**10.152.23 Finance**

a) To review the monthly financial bank reconciliation for September

b) To approve the Personnel Committees resolution to increase the clerks pay from SCP23 to SCP25, as of the 01st October 2023, upon successful completion of the annual review

c) To approve final payments for September in accordance with the 2023/24 budget – please see attached payments list, and to approve 2 councillors to carry out payment checks.

d) To agree to the purchase of a poppy wreath for Remembrance.

f) To agree to the bank transfer of £60,000 from the Coop Savings account to the Unity Account for the remaining 6 months of the year, and to sign the cheque for this transfer.

g) To note the following Receipts:

£200 Friends of the Green – Taylor Wimpy Donation for the Coronation Tree

£100 Peppercorn Rent – Football Club

£243.52 Allotment Income

£96 Refund from Docusign

**10.153.23 The Green**

**a) To hear a request from Jo Worboys to support making Great Bentley a hedgehog friendly village.**

**b) To discuss a request for the permission of the use of The Green by the War Memorial for the annual Christmas Light Switch on, on Sunday 26th November 2023 at 17:00pm**

**c) To discuss a request for permission to use The Green by The Great Bentley Running Club for the half marathon, on Sunday 04th February 2024.**

**d) To discuss and agree to purchasing an official copy of the land registry certificate for Catkin Cottage.**

**e) To discuss retaining the services of our solicitor to put in place a policy and procedure for preventing illegal access across The Green.**

**10.154.23 Land and tree in Larkfield Ave**

To discuss and agree the maintenance on the tree on Larkfield Ave and to discuss taking over ownership of the land that is already maintained in Larkfield Ave that is owned by Wright Ruffell (Sturricks) Ltd.

**10.155.23 South Side Track and Mill Track**

a) To agree to the levelling work that was carried out under delegated authority to level the mill track, while the South Side Track was being levelled.

b) To give an update on the South Side Track progress

**10.156.23 Streetlighting**

**a) To discuss the quotation from A&J lighting for works to replace the blue lights in the lampposts,** *(to be carried out under lighting maintenance)*

**b) To discuss and agree to the quotation to change the remaining sodium lamps to LEDS** (*to be carried out under earmarked reserves £8000 remaining)*

Remaining 35w SOX: 7 Lamps 9053, 9058, 9066, 9122, 9129, 9119, 9134

Remaining 50w SONT: 2 Lamps, 9057, 9060

**10.157.23 Tractor/Mower**

To discuss and agree the purchase of a new tractor/ Mower – Cllr. G. Wright

**10.158.23 To discuss the request from a MOP about installing toilets at the playground.**

**10.159.23 To discuss the request for Bus Shelters on Flag Hill opposite the noticeboard and further down the road opposite the creek with no hard standing.**

**10.160.23 To discuss and agree to the placement of a memorial bench on Thorrington Road from a member of the public.**

*The clerk has agreement from Highways that the bench can be placed here if the council take ownership of it.*

**10.161.23 To discuss and agree cleaning the signage as you enter and leave the village (Heckfords road is particularly bad).**

**10.162.23 The Environmental Working Group**

a) To note the report from the Environmental Working Group

b) To discuss working with Great Bentley Primary School to use the WOW initiative to encourage more walking/ scooting / cycling to school.

**10.163.23 The Green Working Group**

a) To note the report from the Green Working Group

**10.164.23 Planning/Housing**

None

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

**10.166.23 Council Reports:**

**a) Footpath report**

Circulated prior to the meeting

**b) Caretaker’s Report**

Circulated prior to the meeting

**c) PCSO Report**

Circulated prior to the meeting

**d) TDALC**

**f)Tree Wardens Report**

Circulated Prior to the meeting

**10.167.23 Highways & Transport Reports:**

Circulated prior to the meeting

**10.168.23 Training/Events**

a) Reports on attended events

b) Nominations for new events

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

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

The next Council meeting is booked for 7:00pm on Thursday 02nd October 2023.

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