*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 04th January 2024 at 7:00pm for the purpose of transacting the following business.**

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

***(Please note that there is only one Public Participation section during this meeting)***

Signed

Jennifer Spear

Clerk Responsible Financial Officer to the Council 20th December 2023

**AGENDA**

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

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

**01.225.24 Minutes of the Full Parish Council Meeting from the 06th December 2023 meeting (previously circulated) to be approved and signed.**

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

**01.227.24 Clerk’s Report**

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

**01.228.24 Finance**

a) To review the monthly financial bank reconciliation for December.

b) To discuss and agree to the continued use of Spotler that is no longer a free service at a cost of £14 a month.

*(This is the system that the clerk uses to log all ongoing tasks and their progress)*

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

**d) To note the following Receipts:**

£23 Allotment Income - *All allotment payment received*

£95 Great Bentley Pre-School

£190.61 Wayleave

**01.229.24 The Green**

**a) To Discuss the proposed re clay lining of the pond project for the coming year.**

**b) To discuss the protection of The Green at the end of Plough Road opposite the Pharmacy.**

**01.230.24 CCTV Policy**

**To discuss and agree to the new CCTV policy for the Railway Car Park**

**01.231.24 South Side Track and Mill House Track**

**a) To agree to the maintenance of the levelling of the East End of the South Side Track and the Mill track, carried out under delegated authority.**

**b) To discuss unsanctioned work carried out on the South Side Track on 12th December 2023**

**01.232.24 Outdoor Fitness Area**

a) To discuss the report form the Expert Panel of Independent Fitness Experts on the proposed Equipment.

b) To discuss and select a provider for the new Equipment.

**01.233.24 Tractor**

**a) To discuss and agree to how to sell the old Tractor.**

**b) To discuss and agree to the storage of the new tractor.**

**01.234.24 The Environmental Working Group**

a) To note the report from the Environmental Working Group

**01.235.24 The Green Working Group**

a) To note the report from the Green Working Group

**01.236.24 Planning/Housing**

a) 23/01699/OUT

Land to The South of Colchester Road Frating Essex

Outline Planning Application (Access to be considered with all other matters reserved) for new commercial premises

b) 23/01745/NDPNOT

Penguin Random House Distribution Colchester Road Frating Colchester

Prior Approval Application under Part 14, Class J of the Town and Country Planning (General Permitted Development) (England) Order 2015 (as amended) for installation of solar panels.

c) 23/01777/NDPNOT

Plough Road Centre Plough Road Great Bentley Essex

Application under Part 14, Class J of the Town and Country Planning (General Permitted Development) (England) Order 2015 (as amended) for solar panels to the roofs of Northgate and Southgate House.

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

**01.238.24 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

**01.239.24 Highways & Transport Reports:**

Circulated prior to the meeting

**01.240.24 Training/Events**

a) Reports on attended events

b) Nominations for new events

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

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

The next Council meeting is booked for 7:00pm on Thursday 01st February 2024.