*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 01st February 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 25th January 2024

**AGENDA**

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

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

**02.245.24 Minutes of the Full Parish Council Meeting from the 04th January 2024 meeting (previously circulated) to be approved and signed.**

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

**02.247.24 Clerk’s Report**

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

b) To discuss the request to add back the public participation session at the end of the meeting**.**

c) Tendring District Council have agreed to the release of the full amount for the maintenance and repairs to the Heckford Road Play area from the Annual Inspection Report.

**02.248.24 Finance**

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

b) To note that the resolution from the January meeting for the cost of spotler is £28 per month not £14, due to having 2 users.

c) To note the increase in hire charges for the office and meeting room hire for the use of village hall.

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

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

£95 Great Bentley Pre-School

£185.12 St Osyth PC – 50% Cyber Insurance

£8065.61 VAT126 Oct – Dec 2023 (still awaiting July – Sep)

£1580 completion money easement Weeley Road

**02.249.24 To discuss the Finance Committee’s recommendation of a purchase of a replacement Laptop for the assistant Clerk from the personnel committee.**

**02.250.24 To discuss and agree to the further maintenance repairs on the cone climber as reported by the contractor while they have been carrying out the repairs at a cost of £1309.00**

(To be carried out under S106 maintenance costs)

**02.251.24 Street Lighting**

**a) To discuss the street light and agree a solution at 65 Birch Ave.**

*(Lighting Maintenance with £299 left in budget)*

**b) To discuss and agree to installing the 3 remaining fibreglass columns and the fourth that was blown down in the wind along Larkfield Ave.**

*(Capital Expenditure Project with £16,510 in earmarked reserves)*

**02.252.24 To discuss the quotes received for adding new repeater signs along plough Road to Aingers Green**

**02.253.24 To discuss the successful application for match funding for the installation of 2 new defibrillators at a cost of £750 per unit to the parish council.**

*(There is no budget for this expenditure so the council will need to vire funds from general reserves, predicted general reserves at year end £100,754.76).*

**02.254.24 South Side Track Working Party**

**a) To discuss the proposal to move ahead with the SouthSide Track project proposal:**

* + **Preparation of Southside West track for re-surfacing**
	+ **Tarmac Re-surfacing of Southside West track**
	+ **Supply and Installation of Vehicle Barrier**
	+ **Supply and Installation of Timber Bollards**
	+ **To ask for donations towards the project from residents along the track.**

**b) To discuss going out to tender for quotations for the above proposal.**

**c) To discuss scheduling a Consultation Meeting with the South Side Track Residents** *(suggested date Wednesday 21st February at 19:00).*

**02.255.24 Outdoor Fitness Area**

To discuss and select a provider for the new Equipment.

**02.256.24 The Green**

a) To discuss and agree the letter prepared for the next steps for the land in front of Catkin Cottage

b) To discuss any action required for the posts located at Green Corner

c) To discuss and agree the request for permission for the village show to be held on the 31st August 2024

d) To discuss a request for the supply of the mobile toilets for the village show.

e) To discuss applying for a late license until 11:00 for the event after the Annual Flower show in September at a cost of £21.

f) To discuss the request from Bentley in Bloom and Friends of the Green to replace the watercart and Oak Tub which is located near the village sign.

**02.257.24 Tractor**

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

b) To agree to the purchase a new log book for the sale of the tractor at a cost of £25

c) To discuss and agree to finding quotations for a second hand mower. *(£10,000 in the EMR for this).*

d) To note the update about the sale of the old tractor and agree any arrangements for the delivery of it to the auctioneers.

**02.258.24 To discuss setting up a working party regarding the vehicle issues within the village centre.**

*(Recommended items including, parking by the recycling bins, parking along plough road, parking outside Tescos and subsequent damage to the Green)*

**02.259.24 To discuss and agree to opening the nominations for the Great Bentley Awards 2024, and agree on a nomination process, for the Annual Parish Meeting**

**02.260.24 The Environmental Working Group**

a) To note the report from the Environmental Working Group

**02.261.24 The Green Working Group**

a) To note the report from the Green Working Group

b) To discuss if the clerk should look into what options are available to remove trespassing vehicles parking on The Green.

c) To discuss engaging parking partnership to make more visits to help deter the illegal parking.

**02.262.24 Planning/Housing**

**a)** [24/00028/FULHH](https://idox.tendringdc.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=S6ZKUDQB0RE00) - The Yard Simmons Way Great Bentley

Proposed single storey side and rear extensions

b) 24/00034/FULHH - Casa Mia Sturrick Lane

Single storey flat roof rear extension, replacing existing conservatory. Construction of front open oak frame porch

c) The Extension of the 30mph limit further along Weeley Road

**Applications Determined**

*d)* [*23/01717/COUNOT*](https://idox.tendringdc.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=S58UJTQB0MT00) *, Restaurant 43, The Green*

*prior approval not required for change of use, Delegated Decision*

*e)* [*23/01777/NDPNOT*](https://idox.tendringdc.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=S5PNZGQB0OT00)*, Plough Road Centre, Plough Road,*

*prior approval not required for solar panels, Delegated Decision*

*f)* [*23/01653/FULHH*](https://idox.tendringdc.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=S4H7FXQB0OT00)*, The Old Rectory, The Green*

*Erection of two bay cartlodge - Approval - Full*

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

**02.264.24 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

**d) TDALC**

Circulated prior to the meeting

**02.265.24 Highways & Transport Reports:**

Circulated prior to the meeting

**02.266.24 Training/Events**

a) Reports on attended events

* Minerals Local Plan Review

b) Nominations for new events

* Cllr Refresher Course

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

**This section of the meeting is closed and will exclude members of the press and public from the meeting (Admissions to meetings Act 1960) due to the confidential matter of staffing being discussed.**

**02.268.24 To discuss the next steps from the proposal from the personnel committee**

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

The next Council meeting is booked for 7:00pm on Thursday 07th March 2024.