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

Tel: 01206 256410 Email: clerk@greatbentleyparishcouncil.co.uk

Website: <https://greatbentleyparishcouncil.co.uk/>

**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 April 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 28th March 2024

**AGENDA**

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

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

**04.03.24 Minutes of the Full Parish Council Meeting from the 07th March 2024 meeting (previously circulated) to be approved and signed.**

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

**04.05.24 Clerk’s Report (Including the monthly playground Inspection Report)**

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

**04.06.24 Finance**

a) To review the monthly financial bank reconciliation for March and Year End.

b) To note the increase in the cost of Bentley Administration Services

c) To discuss taking out a membership with the SLCC at a cost of £229 for the year plus £15 joining fee.

d) To discuss and agree to the renewal of the parish councils member ship with the RCCE (£49.75).

e) To approve final payments for March (financial year 2023-24) and for April in accordance with the 2024/25 budget – please see attached payments list, and to approve 2 councillors to carry out payment checks.

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

£95.00 Great Bentley Pre-School

£433.32 Cartridge People – refund

£1680.00 Cadent - Land to the West of Heckfords Road agreement

**04.07.24 To discuss and agree for the Parish Council to begin the process of Council Accreditation.**

Registration fee £50

**04.08.24 Essential Pond Maintenance**

To discuss and agree to a contractor to carry out the essential pond maintenance, to clear the vegetation and reline the pond using clay.

**04.09.24 Essex Minerals Consultation**

a) To discuss applying to Tendring District Council to make the Bridleway an asset of community value.

b) Hydrology report update – Cllr. G. Wright

c) Biodiversity report update – Clerk

**04.10.24 Office Communication**

a) To discuss the quotations for a new office mobile (as agreed at the last meeting), in replacement of the office landline.

b) To discuss the quotations for office broadband.

**04.11.24 Ongoing Tree Management**

To discuss and agree to the formulisation of a tree management approach for all the trees in Great Bentley that the Parish Council have responsibility for.

**04.12.24 Thorrington Road Noticeboard**

To discuss the disrepair of the noticeboard and agree to replacement.

**04.13.24** **To discuss the quotations and agree to a contractor to carry out the installation of the SID posts, *(£2000 in the budget).***

*(ECC Confirmed we cannot have posts with nothing on them on the highway).*

**04.14.24 To discuss & agree having a GBPC stand at the carnival, content and volunteers.**

**04.15.24 South Side Track**

a) To note the report from the SST Working Group Meeting

b) To discuss the ongoing maintenance for the SST as recommended by the Green Working Group

**04.16.24 Working Groups 2024 - 25**

a) To discuss and agree the required working groups for the coming year.

b) To discuss the membership of the agreed working groups.

c) To discuss the scope of the agreed working groups.

**04.17.24 The Green Working Group**

a) To note the report from the Green Working Group

b) To discuss the cadent trench along the SST which has sunk.

c) To discuss the UKPN works along Weeley Rd north of the green which needs re-seeding and levelling off.

d) To discuss and agree to the purchase of the fertiliser and herbicide as recommended by the agronomy report (*to be carried out wk beginning 02nd April).*

**04.18.24 Planning/Housing**

**a)** [24/00261/FULHH](https://idox.tendringdc.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=S97NETQB0RE00), Alloway, Weeley Rd

Single Story rear extension, and front extension to existing garage to form new porch.

**b)** [24/00366/FULHH](https://idox.tendringdc.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=SA6UC8QB0OT00), 18 Abrey Close, Great Bentley

Redesign of garden wall

**c)** [24/00417/TCA](https://idox.tendringdc.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=SAP5G2QB0OT00), Woodlands, Moors Close

Trees in a conservation Are, group of poplars reduce by approx. 10%

**d)** [24/00380/FULHH](https://idox.tendringdc.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=SAAHATQB0OT00), 23 Linnet Way, Great Bentley

Retention of Rear Extension

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

**04.20.24 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 Report**

Circulated prior to the meeting

**04.21.24 Highways & Transport Reports:**

Circulated prior to the meeting

**04.22.24 Training/Events**

**a) Reports on attended events**

**b) Nominations for new events**

Reminder Cllr Refresher Training Booked for 30th May at 06:30pm

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

**04.24.24 To confirm date of the next Parish Council Meetings**

* The Annual Meeting of the Parish is to be held on Thursday 18th April 2024.
* Annual Parish Council Meeting on Thursday 02nd May 2024

**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.**

**04.25.24 To discuss the quotations received for the SouthSide Track Tender**

**a) Surface**

**b) Barrier Gate**

**c) Bollards**

**04.26.24 To discuss the nominations for the Great Bentley Award**