



# TERLING AND FAIRSTEAD PARISH COUNCIL

**Parish Clerk:** Frankie Killby

3 Pilgrims Court, Cuckoo Hill, Bures, Essex CO8 5LF

**Tel:** 07354 723482 **Email:** [clerk@terlingandfairsteadpc.co.uk](mailto:clerk@terlingandfairsteadpc.co.uk) **Web:** [www.terlingandfairstead.org.uk](http://www.terlingandfairstead.org.uk)

## To: Members of Terling and Fairstead Parish Council

You are hereby summonsed to attend a meeting of Terling & Fairstead Parish Council which will be held **at 7.30 pm on Tuesday 23<sup>rd</sup> May 2023 at Terling Village Hall, Terling.** Members of the press and the public are cordially invited to attend.

F Killby

Clerk to Terling and Fairstead Parish Council

17<sup>th</sup> May 2023

## AGENDA

29.57

### *Election of Chairman*

Appoint a Chairman, and the Chairman then to sign the Declaration of Acceptance of Office of Chairman

29.58

### *Election of Vice Chairman*

29.59

### *Apologies for Absence*

29.60

### *Declaration of Interests*

To receive any Disclosable Pecuniary Interests, Other Pecuniary Interests, or Non-Pecuniary Interests

29.61

### *Co-Option of Parish Councillors – Fairstead Ward*

29.62

### *Meeting Open to the Public*

- Men in Sheds Presentation

29.63

### *Minutes of Last Meeting*

Approve as a correct record the minutes of the Parish Council meeting held on 18<sup>th</sup> April 2023

27.64

### *Sub-committees*

To appoint committee members for the following:

- Finance Sub-Committee
- Planning & Highways Sub-Committee
- Complaints Sub-Committee
- Personnel Sub-Committee

To appoint councillors with a special interest in:

- Environmental & Footpaths
- Health & Welfare
- Recreation Ground



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To appoint representatives for the following:

- Estate Liaison
- Terling School
- Terling Village Hall
- Terling and Fairstead Churches
- Neighbourhood Watch

29.65 ***District and County Councillors' Reports***

29.66 ***Co-option of Parish Councillors – Fairstead Ward***

29.67 ***Chairman's Report***

29.68 ***Finance***

The following cheques/direct debits/BACS to be approved for payment and signed:

18 <sup>th</sup> April	DD	EDF Energy	Elec – Rec Ground	£345.00
5 <sup>th</sup> May	BACS	F Killby	Salary	£1036.78
5 <sup>th</sup> May	BACS	F Killby	Expenses	£32.04
5 <sup>th</sup> May	BACS	Inland Revenue	PAYE/Tax	£353.30
5 <sup>th</sup> May	BACS	Essex Pension Fund	Clerk's Pension	£406.54
5 <sup>th</sup> May	BACS	Lord Rayleigh's Farms	Garage/Rec Ground Rental	£51.83
5 <sup>th</sup> May	BACS	A H Jiggins	Handyman Services	£225.38
5 <sup>th</sup> May	BACS	James Todd	Payroll Services	£34.32
5 <sup>th</sup> May	BACS	Anglian Water	Water – Rec Ground	£28.89
5 <sup>th</sup> May	BACS	D Church	Repairs – Rec Ground	£80.00

To approve CIF Grant Partial Repayment of £1,192.20

To approve contract for ECC Public Rights of Way 2023-24 Footpaths Cutting Scheme, Council to receive £1,707.90

To approve BDC Street Cleansing Agreement 2023-24, Council to receive £847.56

To approve the appointment of Heelis & Lodge as Internal Auditors for 2022-23 and 2023-24

To approve payment of Terling Tournament insurance, £130

To approve EALC Subscription 2023-24, £305.10

Review of Finance Committee Terms of Reference (Appendix I)

Review of Financial Regulations (Appendix II)

Review of Standing Orders (Appendix III)



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## 29.69 *Environmental & Footpaths*

Parish Map

Water Sampling – River Ter

Litter Hatfield Road

## 29.70 *Estate Liaison*

### 29.71 *Health & Welfare*

Defibrillators

Playground

Emergency Plan

Village Hall Bins location/labels

## 29.72 *IT & Publicity* -

## 29.73 *Planning and Highways*

Review of Planning Committee Terms of Reference (Appendix IV)

Road Repairs

Directional Signs

BDC Planning Regime regarding delegated powers

A12 to A120 Widening

20s Plenty Initiative

Chelmsford Garden Village

Green Lanes/Protected Lanes

Update on Engagement with BDC Officers regarding Planning Inspectorate DCOs

Chapel

## 29.74 *Recreation Ground*

Handover

## 29.75 *Longfield Solar Farm* -

## 29.76 *East Anglia Green – National Grid*

## 29.77 *Area Opposite the Village used for Parking*

## 29.78 *Parish Clerk and Parish Handyman Vacancies*

## 29.79 *Review of Policies as follows:*

Code of Conduct (Appendix V)

Recording of Meetings Policy (Appendix VI)

Complaints Procedure (Appendix VII)

Clerk's Designated Powers (Appendix VIII)

Equality and Diversity Policy (Appendix IX)



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29.80 *Councillors' Reports, including Village Hall Report, School Report and Church Liaison*

29.81 *Clerk's Report*

29.82 *Information exchange / next agenda items*

29.83 *Date of next meeting, including committees*

Parish Council Meeting – 7.30 pm, 27<sup>th</sup> June 2023, Square & Compasses, Fuller Street