



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 **Web** 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 23rd 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

17th 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 18th 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 th April	DD	EDF Energy	Elec – Rec Ground	£345.00
5 th May	BACS	F Killby	Salary	£1036.78
5 th May	BACS	F Killby	Expenses	£32.04
5 th May	BACS	Inland Revenue	PAYE/Tax	£353.30
5 th May	BACS	Essex Pension Fund	Clerk's Pension	£406.54
5 th May	BACS	Lord Rayleigh's Farms	Garage/Rec Ground Rental	£51.83
5 th May	BACS	A H Jiggins	Handyman Services	£225.38
5 th May	BACS	James Todd	Payroll Services	£34.32
5 th May	BACS	Anglian Water	Water – Rec Ground	£28.89
5 th 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, 27th June 2023, Square & Compasses, Fuller Street