Colne Engaine Parish Council

To: All Councillors

You are hereby summoned to attend a meeting of Colne Engaine Parish Council at the Courtauld Memorial Village Hall at 8.00 p.m. on Thursday, 9th May 2024 for the purpose of transacting the following business:

Grahame Walkingshaw

Grahame Walkingshaw, Parish Clerk for Colne Engaine
80 Chapel Road, West Bergholt, Essex, CO6 3HL
Telephone Number: 01206 240 772

AGENDA

24/13 Election of Chairman (sign Declaration of Acceptance of Office*)*

24/14 Welcome and apologies for absence

24/15 Declaration of Members interests

24/16 Election of Vice Chairman

24/17 Election of Councillors for sub-committees/job allocation:

Finance Committee:	Cllr Ian Messenger & Cllr Nigel Warwick
BALC Representative:	Cllr Alan Barnard
EALC Representative:	Cllr Pat Taylor
Burches Meadow Liaison:	Cllr Alan Barnard & Cllr Nigel Warwick
Tree Warden:	Cllr Pat Taylor & Cllr Terry Floyd
Footpaths:	Cllr Terry Floyd
Funding for Village Projects:	Cllr Alan Barnard & Cllr Ian Messenger
Village Hall Liaison:	Cllr Sarah Dignasse
Village School:	Cllr Sarah Dignasse
Recreation Ground:	Cllr Sarah Dignasse
Festival liaison:	Cllr Nigel Warwick
Townlands Trust:	Cllr Alan Barnard & Cllr Terry Floyd
Sexton's Field Trustee:	Cllr Alan Barnard & Cllr Terry Floyd
Website, IT & Archive Liaison:	Cllr Ian Messenger
Community Engagement:	Cllr Helen Biscoe-Davis
Defibrillator Warden:	Cllr Alan Barnard

24/18 To review the effectiveness of the system of internal control (Internal Audit)

24/19 To review Standing Orders

24/20 To review Financial Regulations

24/21 To Review Financial Risk Assessment

24/22 Insurance 2024/2025

To agree to a delegated authority decision for a three-year deal with insurance company, Zurich Municipal was £1,332.16 last year -3 Year Deal at £1,206.25 per year starting 1st June 2024.

24/23 Internal Audit 2024/2025
To approve Jan Stobart as Internal Auditor for 2024/2025
Vice Chairman to sign the AGAR
To review and approve the AGAR

24/24 To approve the Code of Conduct 2024

24/25 Public Open Forum (Maximum 15 minutes)

24/26 To approve the minutes of the last meeting (11th April 2024)

24/27 Visitors Report (Chris Siddall/George Courtauld/Gabriella Spray)

24/28 Clerk's Report

24/29 Finance
To approve payments in accordance with the 2024/2025 Budget

24/30 Planning/Housing

30 .1 Applications for discussion at meeting

30 .2 Planning Applications – Observations conveyed under delegated authority since last meeting
24/00727/HH – 6 Greenway, Colne Engaine – proposed two storey side extension, single storey front and rear, proposed widening of vehicle access and installation of solar panels.
PC Comments: No Comment

30 .3 Planning Applications – Decisions received since last meeting

24/31 Festival Committee Traffic Management Plan

24/32 SSE
To discuss SSE Standing Charges

24/33 Community Farm
To discuss latest updates on the Community Farm

24/34 Parish Council Notice Board
To discuss a new location for a new notice board

24/35 Tree Preservation Orders (Trees on Village Green)

24/36 Training/Events

36.1 Reports on attended events

36.2 Nominations for new events

24/37 Information Exchange/Items for next agenda

24/38 To confirm date and time of next meeting

Date of next meeting: Thursday 11th July 2023 at 8.00 p.m.