

WETHERSFIELD PARISH COUNCIL



REPRESENTING WETHERSFIELD, BLACKMORE END & BEAZLEY END

Members of the Parish Council are hereby summoned to attend The Annual Parish Council Meeting to be held at Wethersfield Village Hall (main hall), Wednesday 12 July 2023 commencing at 7:30pm, for the purpose of transacting the following business:

The meeting will be open to the public unless the Council directs otherwise.

AGENDA

1. **Apologies for absence.**
2. **To receive member's declarations of interest and dispensations in items on the agenda.** Dispensations should be requested from the Clerk up to the day before the meeting.
3. **Minutes:** Acceptance of the minutes from the Wethersfield Parish Council Meeting held on 14 June 2023.
4. **Wethersfield Asylum Reception Centre.** To receive an update.
5. **Wethersfield Conservation Area.** To agree a consultee response to BDC.
6. **Public participation session** with respect to items on the agenda and other matters that are of mutual interest or local concern: A maximum of 15 minutes shall be allowed for public question time, and it is requested each member of the public speak for a maximum of 3 minutes.
7. **To receive a report from the District and/or County Councillors.**
8. **Clerks Report.** To receive a report from the Clerk.
9. **Highways application to request a change of speed limit along Braintree Road in Wethersfield from a 40mph to a 30mph including a weight limitation.** To agree the survey questionnaire.
10. **To agree the Terms of Reference for Committees/groups:**
 - I. Personnel Committee.
 - II. Wethersfield Airbase Scrutiny Committee (WASC)
 - III. Joint Neighbourhood Plan Working Group.
11. **Appointments to committees/groups:** To agree appointments to the following committees.
 - I. Personnel Committee.
 - II. Wethersfield Airbase Scrutiny Committee (WASC).
 - III. BALC.
12. **Representatives of organisations:** To agree representatives of the following organisations.
 - I. Wethersfield Village Hall.
 - II. Blackmore End Village Hall and Blackmore End Playing Field.
 - III. Wethersfield Village Hall Development Group
 - IV. Fitch and Mott Charity, Richard Walford Charity and Wiltshire Lecture Charity.

13. To review Councillor responsibilities:

- I. Wildlife Coordinator - covering footpaths, open spaces and trees.
- II. Highways Coordinator - covering transport, street footpaths and highways.
- III. Other.

14. WASC. To receive an update.

15. Joint Neighbourhood Plan. To receive an update.

16. Finance:

- I. To receive the Finance Report for July'23 and approve payments (appendix 1)
- II. To review Q1 23-24 budget and reconciliation.
- III. To agree to reallocate the miscellaneous budget to the Joint Neighbourhood Plan pending a grant being available £4.5K.
- IV. To agree the Clerks hours return to 76hrs every month (until further review), to continue to clerk WASC, and in addition support the Neighbourhood Plan working group.

17. Planning: To agree a response to the following applications:

23/01242/HH | Replacement outbuilding to form annexe, with link extension | Rotten End Hall Rotten End Wethersfield Essex CM7 4AL

23/01513/FUL | Construction of livestock and machinery storage buildings. | Land East Off Danes Vale Gosfield Road Wethersfield Essex

18. Parking on Grass Verges. To receive an update on the outcome of the parking notices trialled.

19. Causeway: To agree the cost of £350 to cut and clear the causeway at Wethersfield.

20. First Aid Training. To agree next steps and cost.

21. Councillor Training: To agree modules 1-4 at £190 pp plus VAT.

22. Items for the next agenda.

23. Next Meeting: 13 September 2023.

D. Roder

Donna Roder
Clerk and RFO
Wethersfield Parish Council

6 July 2023