



# Great Maplestead Parish Council

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## NOTICE OF MEETING

Members of the Great Maplestead Parish Council you are hereby summoned to attend a meeting of Great Maplestead Parish Council at the Village Hall, Great Maplestead on Wednesday 10<sup>th</sup> July 2024 at 7.30pm for the purpose of transacting the business set out on the attached agenda.

Signed:

Date: 4.7.2024

Clerk to the Council

**THE PUBLIC AND PRESS ARE CORDIALLY INVITED TO ATTEND**

## AGENDA

### 1. APOLOGIES & REASONS FOR ABSENCE

### 2. MINUTES OF PREVIOUS MEETING

Councillors are asked to agree the minutes of the Annual Parish Council meeting held on 15<sup>th</sup> May 2024 as a true and accurate account of proceedings of the meeting.

### 3. DECLARATIONS OF INTEREST

With regard to items on the agenda. Members of the Council are advised to declare the existence and nature of any 'Disclosable Pecuniary, 'Non-Pecuniary' or 'Other Pecuniary' interests relating to items on the agenda.

### 4. CO-OPTION

To review nominations and confirm co-option to fill current vacancy

### 5. COUNTY & DISTRICT MATTERS

Updates and notifications to be received

### 6. OFFICER REPORTS & INFORMATION EXCHANGE

*No business decisions may be made.*

**6.1 Monthly Playground Inspection** – To appoint officer to review and report back at next meeting

**6.2 Officer Responsibilities** – Review and confirm responsibilities for 2024/25

### 7. CORRESPONDENCE

*For notification*

**7.1. Footpath Overgrowth** – Notification of overgrown vegetation of FP 19 – Dynes Hall Rd to Toldishall Rd. making some parts of the footpath impassable. Cllr.Harris to investigate and organise Task Force action where appropriate.

### 8. PUBLIC QUESTION TIME

*With respect to items on the agenda and other matters of mutual interest*

**Note:** The **maximum time allowed** for public question time is **10 minutes** or at the Chairman's discretion. A member of the public shall not speak for longer than **3 minutes** or at the Chairman's discretion.

### 9. PROGRESS UPDATES

*Clerk to report on actions from May Annual meeting*

## **10. BUSINESS ITEMS**

- 10.1. Financial Regulations** – To review and adopt new policy
- 10.2. Risk Assessment Register** – To review updated version and adopt
- 10.3. Fixed Asset Register** – To review and adopt
- 10.4. Annual Playground Inspection** – To review and note findings of annual ROSPA inspection
- 10.5. Resurfacing of Village Playing Field Car Park** –
  - 10.5.1.** To review quotes and agree on proposed suppliers
  - 10.5.2.** To agree how project will be financed
  - 10.5.3.** To agree start date, subject to satisfaction of 10.4.1 & 10.4.2
- 10.6. Wig-Wag Lights** – To decide whether to action own repair, with a new replacement battery, or to defer back to Solagen to carry out necessary maintenance/repair

## **11. PLANNING**

- 11.1. Application Decisions**  
*23/02942/FUL – 6 Toldish Hall Road. Application withdrawn*
- 11.2. Applications Received**  
*None*

## **12. FINANCE**

- 12.1. Current Bank Balances**
- 12.2. Reconciled Receipts & Payments**
- 12.3. Payments & Receipts For Authorisation**
- 12.4. Bank Transfers Made**
- 12.5. Other**

## **13. CONTENT FOR e-NEWSLETTER**

## **14. ITEMS FOR NEXT AGENDA**

**Note:** No decisions can lawfully be made under this item, LGA 1972 section 12, 10(2)(b) states that business must be specified, therefore the Council cannot lawfully raise matters for decision.

## **15. DATE OF NEXT MEETING**

**Ordinary Council Meeting Wednesday 4<sup>th</sup> September 2024 at 7.30pm**