**Great Maplestead Parish Council**

Mrs Ann Crisp (Parish Clerk)

New House, St Giles Close,Great Maplestead CO9 2RW

Tel: 01787 460216

e-mail:anncrisp@greatmaplesteadpc.co.uk

**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 12th March 2025 at 7.30pm** for the purpose of transacting the business set out on the attached agenda.

Signed:  Date: 5th March 2025

*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 Parish Council meeting held on 8th January 2025, as a true and accurate account of proceedings of the meeting.

1. **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.

1. **COUNTY & DISTRICT MATTERS**

Updates and notifications to be received

1. **OFFICER REPORTS & INFORMATION EXCHANGE**

*No business decisions may be made.*

1. **Monthly Playground Inspection –** Report to be reviewed
   1. **Officer Reports**
2. **CORRESPONDENCE**

*For notification*

1. **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.

1. **PROGRESS UPDATES**

*Clerk to report on actions from 8th January 2025 meeting*

1. **BUSINESS ITEMS**
   1. **Parish Council e-mail & web page address** – To agree to move to a **.gov.uk** address, agree appropriate requirements and investigate associated costs
   2. **Role of Parish Clerk** – To note and accept the resignation of Mrs A Crisp from the role of Clerk with effect from 31st May 2025. To agree a recruitment plan.
   3. **VE Day 80 Celebrations**  - To consider a council contribution of £250.00 to proposed village anniversary celebrations on Thursday 8th May 2025
   4. **Verge Cutting 2025** – To agree appointment of Mortimer Contracts Ltd for Spring & Autumn cuts 2025. Price per cut £570+VAT.
   5. **Internal Auditor 2025** – To agree appointment of Heelis Lodge as Internal Auditor for 2025. Price £220
   6. **Request for Use of Village Playing Field –** Request fromHalstead Town Football U9’s team to use village playing field for football training sessions.
2. **PLANNING**
   1. **Decisions**
   2. **Applications**
      1. *25/00141/ELD Monks Lodge Farm, Gestingthorpe Rd. Application for Certificate of Lawfulness for an existing use – Change of use of land to residential garden.*
      2. *25/00302/HH Easedale, Lucking Street. Proposed two-storey rear extension and single storey extension to outbuilding.*
      3. *25/00341/FUL 1 Langthorne Cottages, Gestingthorpe Road, Great Maplestead. Change of use of land to form an extension to domestic garden*
3. **FINANCE**
   1. **Current Bank Balances**
   2. **Reconciled Receipts & Payments**
   3. **Payments & Receipts For Authorisation**
   4. **Bank Transfers Made**
   5. **Other**
4. **CONTENT FOR e-NEWSLETTER**
5. **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.

1. **DATE OF NEXT MEETING**

**Annual Parish Assembly Wednesday 16th April 2025 at 7.30pm**

**Annual Parish Council Meeting Wednesday 14th May 2025 at 7.30pm**