



LITTLE MAPLESTEAD PARISH COUNCIL

NOTICE OF MEETING

Little Maplestead Parish Councillors, you are hereby summonsed to attend
THE 2021 ANNUAL PARISH COUNCIL MEETING of
Little Maplestead Parish Council
on: **Tuesday 18th May 2021 at 7.30pm**
at: **The Round Church, Little Maplestead**
for the purpose of transacting the following business:

AGENDA

1. **Election of Chairman**
2. **Election of Vice-Chairman**
3. **Apologies and reasons for absence**
4. **Minutes of the previous meeting** - Councillors are asked to agree the minutes of the Parish Council meeting held on Tuesday 16th March 2021 as a true and accurate account of the proceedings of the meeting.
5. **Declarations of Interest** - Councillors are advised to declare the existence and nature of any 'Disclosable Pecuniary', 'Other Pecuniary' or 'Non-Pecuniary' interests relating to items on the Agenda.
6. **County/District Matters**
County Council Election Results
7. **Policies and Procedures**
Confirmation by Councillors of the undermentioned Policies and Procedures for the 2021/21 period of office (available for review on the LMPC Web site)
 - Standing Orders
 - Complaints Procedure
 - Publication Policy
 - Risk Assessment
 - Code of Conduct
 - Unauthorised Encampment Policy
9. **Agreement/Confirmation of Councillors' responsibilities.**
10. **Progress Updates and Councillors' (initials indicated) Reports**
 - 10.1 Mobile Phone Mast **BP**
 - 10.2 A131 Land **DA**
 - 10.3 Village Picnic **BP**
 - 10.4 Footpaths **GH**
 - 10.5 Highways **GH**

The Clerk, Ann Harris
The Forge, Lucking Street, Great Maplestead, Essex CO9 2RE
Telephone: 01787 462 818 e-mail: littlemaplesteadparishclerk@gmail.com

- 10.6 Parish Room **BP**
- 10.7 Playing Field: Information Board and Adult Gym Trail **BP/TC/TB**
- 10.8 Risk Assessment Review **TC**
- 10.9 LMPC Facebook page
- 10.10 Community Engagement Opportunity
- 10.11 Braintree Association of Local Councils
- 10.12 Parishioner correspondence: **Mr P Grocott**--Speeding on School Road, **Mr G Smith**--Re-routing HGV traffic, **Ms K Pain**--Land opposite Little India

11. Public Forum

For discussion of items on the agenda and matters of mutual interest; maximum time of **15 minutes/3 minutes per contribution**, or at the Chairman's discretion

12. Clerk's Report

- 12.1 Internal Audit and 2020/21 AGAR
- 12.2 Council meeting with Mike Letch, Internal Auditor
- 12.3 2021/2022 Spending Plan: copy sent by email to Councillors
- 12.4 Zoom arrangements and costs.
- 12.5 Council Contractors
 - MD Landscapes: Grass Cutting
 - Jonathan Doe: Verge Cutting
 - Agreement with BDC: Street Cleaning
 - David Bracey: Playground Inspection
- 12.6 Insurance: Approval requested to authorise payment of the 2021/22 premium shown on the 2021/22 Spending plan dated 15 Mar 2021 already sent to the Councillors.

13. 2021 Parish Council Meeting Dates:

These dates are the third Tuesday of alternative months; timing and location to be confirmed: 20th July; 21st September; 16th November

14. Financial Report

- 14.1 Bank Balances
As at **12th May 2021** the balance of funds held at Lloyds Bank, following Receipts and Payments noted below, is **£8,038.99**
- 14.2 Ratification of Payments made since 16th March 2021:
 - Colne Contracts: £5,000.00 Playing Field Footpath Repairs
 - Colne Contracts: £616.00 Ditto
 - Clerk's Expenses: £81.31
 - EALC: 39.66
 - MD Landscapes £156.00
 - J&M Payroll: (Clerk Pay 6 months in arrears) £1,417.00
- 14.3 Notification of Receipts since 12th March 2021
BDC: £2,883.00: 50% of 2020/21 Precept plus Distribution of Surplus (£60)

15. Planning

Pre Application Consultation from Galliford Try, Agents for Telefónica/Vodafone in respect of a mobile phone mast to be sited near Lodge Farm in Little Maplestead

16. Items for next Meeting Agenda

Note that no decisions can be lawfully made under this item: LGA 1972 Section 12 10(2) (b) states that all business must be specified and Councillors cannot lawfully raise any other matters for decision.

17. Date of Next Meeting: Tuesday 20th July 2021 7.30pm at School Farm Cottage

Signed:

A handwritten signature in black ink, appearing to read 'Ann Harris', written in a cursive style.

Ann Harris: Clerk to the Council: Wednesday 12th May 2021

THE PUBLIC AND PRESS ARE CORDIALLY INVITED TO ATTEND