WRITTLE PARISH COUNCIL
Parish Office, The Green, Writtle,
Chelmsford, Essex, CM1 3DT
Tel: 01245 420066 Email clerk@writtle-pc.gov.uk
www.writtle-pc.gov.uk

Councillors are summoned to attend the Parish Council Meeting on
Monday, 3 October 2022
at 7.30pm in the Parish Office, The Green, Writtle, CM1 3DT

Lauretta Fox
Parish Clerk
28 September 2022

Distribution: Members of Writtle Parish Council as follows:
Councillors: C Sloman (Chair), I Nicholls (Vice Chair), S Bell, R Bray, A Carter, P Cracknell, J Denham, S Emery, L Gannicott, C Hibbitt, T Kinloch, S Massey, J Rayner, R Schmid, W Walker

AGENDA

PC.22/23.116 Apologies for absence. The Clerk to advise of apologies for absence.

PC.22/23.117 Declaration of Interests. All Members are reminded that they must disclose any interests they know they have in items of business on the meeting's agenda and that they must do so at this point on the agenda or as soon as they become aware of the interest. They are also obliged to notify the Monitoring Officer of the interest within 28 days of the meeting, if they have not previously notified her about it.

PC.22/23.118 Public Forum. Members of the public are invited to address the Council, give their views and question the Council on issues on this agenda, or raise issues for future consideration (at the discretion of the Chairman). Members of the public may not take part in the Council meeting itself. At the close of this item members of the public will no longer be permitted to address the Council unless invited to do so by the Chairman. The session will last for a maximum of 15 minutes with any individual contribution lasting a maximum of 3 minutes. Members of the public should address their representation through the Chairman of the meeting.

PC.22/23.119 To approve the minutes of the meeting held on 5 September. To approve the minutes of the meeting held on 5 September 2022 as a true and correct record (Appendix 1).

PC.22/23.120 Progress check. A brief update on actions from the last meeting (Appendix 2).

PC.22/23.121 Community Special Constable for Writtle. To welcome Special Sergeant Jason Stocker and discuss any issues and concerns in the village.

PC.22/23.122 Financial reports. To receive the accounts and agree payments of September 2022. To receive the latest bank reconciliations (Appendices 3a, 3b, 3c).

PC.22/23.123 External Audit. To note the External Audit report and certificate (Appendix 4).

PC.22/23.124 Budgets for 2023/24. To consider any additional areas of expenditure.

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PC.22/23.125 Local Plan. To consider the council's response to the Issues and Options Consultation (Appendix 5)

PC.22/23.126 Writtle Archives. To receive an update (Appendix 6)

PC.22/23.127 Remembrance Day. To consider any actions required.

PC.22/23.128 Christmas Tree Festival. To agree theme and date for working party meeting.

PC.22/23.129 Christmas Tree on the Green. To consider any actions required.

PC.22/23.130 Christmas meal. To consider whether the council would like to organise a meal.

PC.22/23.131 Haines Residential. To receive an update on the cheque presentation.

PC.22/23.132 Writtle News. To consider articles for the next edition.

PC.22/23.133 Equality and Diversity Policy. To agree policy (Appendix 7)

PC.22/23.134 Writtle Mill Hedge Planting. To receive an update.

PC.22/23.135 Assistant Finance Officer. To confirm appointment.

PC.22/23.136 20mph speed limit. To propose the current 30mph speed limit in Writtle is reduced to 20mph.

PC.22/23.137 Committee Reports: to receive minutes or written report from Committees:-

1. Planning and Development (Cllr Bell)
2. Environment (Cllr Massey)
3. Highways & Transport (Cllr Cracknell)
4. Playing Fields (Cllr Emery)
5. Library (Cllr Nicholls)
6. Clerks Report

PC.22/23.138 Working party updates and specific projects

1. Warren Farm Development Working Party (Cllr Hibbitt)
2. Writtle Community Association (Cllr Schmid)
3. Writtle Mill (Cllr Bell)
4. North-West Action Group (Cllr Sloman/Cllr Hibbitt)

PC.22/23.139 To receive written reports of external meetings attended by any Parish Councillor or officers

PC.22/23.140 To receive written reports from County and City Councillors. Questions to the councillors

PC.22/23.141 Items for inclusion in the next agenda.

PC.22/23.142 Date of the next meeting. Monday, 7 November 2022 at 7.30pm