WRITTLE PARISH COUNCIL

EXECUTIVE AND FINANCE COMMITTEE

Minutes of the extra ordinary meeting held on Monday, 14 October 2024 at 7.30pm in the Parish Office, The Green Writtle, CM1 3DT

Members

Mr I Nicholls	✓	***(CHAIR)***	Mr J Milligan	A	
Mrs S Massey	✓		Mr M Evans	✓	***(VICE CHAIR)***
Mr P Cracknell	✓				

In Attendance

Mrs L Fox ✓ ***(CLERK)***
Mrs J Atterbury ✓ ***(ASSISTANT CLERK)***
Mrs S Vainola ✓ ***(FINANCE ASSISTANT)***
Members of the public 0
✓= Present X = Absent A = Apologies

ACTION

E&F24/25.20 Public Forum
There were no comments from the members of the public present.

E&F24/25.21 Apologies for absence
Apologies for absence were noted above.

E&F24/35.22 Minutes of the last meeting – 15 July 2024
The minutes of the Extraordinary Executive and Finance Committee meeting held on 15 July 2024 were **agreed** as a true and correct record.

E&F24/25.23 Declaration of Interests
No interests were declared.

E&F24/25.24 Hire Charges for 2025-26
Cllr Evans proposed the hire charges for the parish office and the Green should remain at the same level as the previous year, Cllr Nicholls seconded. It was agreed that the hire charges should remain at the same level as the previous year.

E&F24/25.25 CIL Funding
The items proposed for CIL funding (including match funding for a pétanque court and external lighting at the Writtle Sports and Social Club) were agreed. Cllr Evans agreed to arrange for a lighting consultant to advise on replacement LED lighting in the parish office.

Action: To arrange for a lighting consultant to advise on replacement LED lighting in the parish office. *Cllr Evans*

E&F24/25.26 West of Chelmsford Parishes Group

The further landscape mapping work to support the challenge on the proposed pylons was considered. It was agreed the request should be considered at the Parish Council meeting on 4 November.

E&F24/25.27 Community Engagement Team

The update on the Community Engagement Team was noted. It was agreed to request 2 hours per week.

E&F24/25.28 Current and Next Year's Budgets

The current budget and draft budgets for 2025/26 including additional expenditure were reviewed. It was agreed that any additional items for expenditure should be provided to the Clerk in advance of the next Executive and Finance meeting.

ACTION

To review the draft budget and inform the Clerk of any additional items for expenditure. *ALL*

E&F24/25.29 Ear Marked Reserves

The current and future ear marked reserves were considered. It was agreed for Councillors to review and to inform the Clerk of any changes in advance of the next Executive and Finance meeting.

ACTION

To review the ear marked reserves and inform the Clerk of any additional items for expenditure. *ALL*

E&F24/25.30 Date of the next meeting

The date of the next meeting was **agreed** to be 18 November 2024 at 8.15 pm.

MEETING CONCLUDED 8.16pm

Signed: _____

For and on behalf of Writtle Parish Council

Date: _____