



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

Clerk to the Council – Lauretta Fox

Councillors are summoned to attend the Parish Council Meeting that will be held in the Parish Office on Monday, 4 November 2019 at 7.30pm.

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The press and the public are cordially invited to attend

AGENDA

- PC.19.71 Public Forum.** There will be 15 minutes available for public question time limited to 2 minutes maximum per person.
- PC.19.72 Apologies for absence.** The Clerk to advise of apologies for absence.
- PC.19.73 Minutes of the last meeting.** The Chairman to ask for a proposer and seconder to approve the minutes of the meeting held on 7 October, 2019 as a true and correct record.
- PC.19.74 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.19.75 Progress check.** A brief update on actions from the last meeting.
- PC.19.76 Co-option of Parish Councillor.** To receive an update.
- PC.19.77 Chelmsford Local Plan.** To receive an update.
- PC.19.78 Neighbourhood Plan.** To receive an update.
- PC.19.79 The Future of Longmeads.** To receive an update and to consider the current outstanding loan of £8600 for the installation of the fire alarm system.
- PC.19.80 Writtle Library.** To receive an update.
- PC.19.81 Responsible Financial Officer.** To consider the recruitment of a new RFO for the Parish Council, following the resignation of the current RFO.
- PC.19.82 Remembrance Sunday.** To discuss the event on Sunday, 10 November and consider any actions required.
- PC.19.83 Hire of the Green.** To consider the recommendation from the Environment Committee regarding charges to hire the Green and booking information.
- PC.19.84 VE Day Celebrations.** To receive an update.



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- PC.19.85 Christmas.** To receive an update on the Parish Council's Christmas activities.
- PC.19.86 Writtle Mill.** To receive an update on progress.
- PC.19.87 Green Energy Supplier.** In light of the recent announced climate emergency by Chelmsford City Council should Writtle Parish Council investigate the possibility of switching to a green energy supplier.
- PC.19.88 Park run.** To consider the recent correspondence regarding the financial and volunteer requests for a possible new park run at Writtle College.
- PC.19.89 Social Media.** To receive an update.
- PC.19.90 Rural Services Network.** To consider the correspondence received from Rural Services Network to establish a Rural/Market Towns Grouping of which Writtle has been identified as one of those represented in the area.
- PC.19.91 Damage to window.** To discuss the latest correspondence received regarding damage caused to a resident's window.
- PC.19.92 Financial Report at October 14, 2019.** To receive the Financial Report for the Year to October 14, 2019 and to seek the approval of payments made between September 15 and October 14 2019.
- PC.19.93 Receipt of Committee Minutes.** The Chairman to request that the following Committee Minutes are accepted:
Planning & Development Committee Meeting – 21 October 2019
Environment Committee Meeting – 21 October 2019
- PC.19.94 County and City Councillors comments and reports.**
- PC.19.95 Committees Update.** To receive an update from the Environment, Highways & Transport, Planning & Development and Playing Fields Committees.
- PC.19.96 Any items for the next agenda.**
- PC.19.97 Date of the next meeting.** The next meeting is on Monday December 2, 2019 in the Parish Office commencing at 7.30 pm.

Signed *Lauretta Fox*

Date

30 October, 2019