



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 – Laretta Fox

Councillors are summoned to attend the Parish Council Meeting that will be held in the Parish Office on Monday, 7 October 2019 at 7.30pm.

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The press and the public are cordially invited to attend

AGENDA

- PC.19.46 Public Forum.** There will be 15 minutes available for public question time limited to 2 minutes maximum per person.
- PC.19.47 Brief Presentation by Stella Scrivener from Rural Community Council of Essex.** To discuss a new project funded by Essex County Council called Community Enablers which aims to tackle social isolation and loneliness.
- PC.19.48 Co-option of new Parish Councillors.** To consider the co-option of new Parish Councillors.
- PC.19.49 Apologies for absence.** The Clerk to advise of apologies for absence.
- PC.19.50 Minutes of the last meeting.** The Chairman to ask for a proposer and seconder to approve the minutes of the meeting held on 2 September, 2019 as a true and correct record.
- PC.19.51 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.19.52 Chelmsford Local Plan.** To receive an update.
- PC.19.53 Neighbourhood Plan.** To receive an update.
- PC.19.54 The Future of Longmeads.** To receive an update.
- PC.19.55 The Green.** To consider the request for the Circus to return to the Green in 2020 and agree the proposed dates for the Jazz Festival.
- PC.19.56 Health and Safety Policy.** To approve the revised Health and Safety Policy.
- PC.19.57 Writtle Library.** To receive an update.
- PC.19.58 Remembrance Sunday.** To discuss the event on Sunday, 10 November and consider any actions required.



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- PC.19.59 Christmas.** To consider dates for Carols on the Green, the Parish Council Christmas Meal and consider the installation of the Christmas Tree on the Green.
- PC.19.60 Social Media.** To discuss the Parish Council's presence on social media.
- PC19.61 Play in the Park.** To consider the request to host Play in the Park in 2020.
- PC19.62 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.19.63 Damage to window.** To discuss the recent correspondence received regarding damage caused to a resident's window.
- PC.19.64 Financial Report at September 14, 2019.** To receive the Financial Report for the Year to August 14, 2019 and to seek the approval of payments made between August 15 and September 14 2019.
- PC.19.65 Receipt of Committee Minutes.** The Chairman to request that the following Committee Minutes are accepted:
Planning & Development Committee Meeting – August 19, 2019; September 16, 2019
Highways & Transport Committee Meeting – September 16, 2019
- PC.19.66 Progress check.** A brief update on actions from the last meeting.
- PC.19.67 County and City Councillors comments and reports.**
- PC.19.68 Committees Update.** To receive an update from the Environment, Highways & Transport, Planning & Development and Playing Fields Committees.
- PC.19.69 Any items for the next agenda.**
- PC.19.70 Date of the next meeting.** The next meeting is on Monday November 4, 2019 in the Parish Office commencing at 7.30 pm.

Signed *Lauretta Fox*

Date

2 October, 2019