

Notice of Annual Parish Council Meeting on 1st May 2025
Meeting of Elmstead Parish Council
Community Centre, School Road, Elmstead Market, CO7 7ET

To: Members of Elmstead Parish Council

You are hereby summoned to attend the Annual Meeting of Elmstead Parish Council to be held at the Community Centre, School Road, Elmstead on Thursday 1st May 2025 at 7.00pm
The press and members of the public are cordially invited to attend.

Agenda

25/082 Election of Chairman 2025-26.

25/083 To receive the Chairman's declaration of acceptance of office.

25/084 Election of Vice-Chair 2025-26.

25/085 Chairman's welcome and notifications.

25/086 Apologies for Absence.

25/087 Declaration of Pecuniary Interests and Personal Interests.

25/088 Approval and signing of the minutes from 3rd April 2025.

25/089 To receive an update about the progress of resolutions from the meeting above not covered in this agenda.

25/090 Public Speaking

There is a maximum of 15 minutes of public speaking, with a maximum of 5 minutes per member of public.

During the public speaking: Members of the public and guests can address the Council on matters presented on the publicised agenda. Council can only take decisions on agenda items. Matters raised that are not on the agenda can be carried forward for a response at a later date.

After the public forum: Members of the public are asked to respect that this is a meeting to conduct council business and interruptions during the remainder of the meeting are not permitted, unless specifically invited to speak.

25/091 County Councillor report.

25/092 District Councillor report.

25/093 New Community Centre and Open Space land.

- i) A report from the committee meeting of 24th April 2025.
- ii) To review any additional drawings received.
- iii) Current funding.
 - a. An update on current funding.
 - b. An update on submitting an expression of interest for a grant to Reaching Communities.
 - c. An update on a public survey.
- iv) Trees and hedges. An update on potential costs.
- v) Any other updates.

25/094 Current Community Centre

The lease with the charity ends in September 2025. Any update on options and costs for renewal.

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25/095 Tendring/Colchester Borders Garden Community

Any updates?

25/096 Allotments

Any updates?

25/097 Playing Field

Any update on the new Joint User Agreement for the use of the playing field by Reed Hall Sentinels.

25/098 Traffics Works

To discuss issues being caused by the Highways works on the A133.

25/099 Finance.

- i) To look through the finance report and approve payments. See appendix 1.
- ii) An update on banking (accounts and deposits).

25/100 Governance

- i) Dignity at work policy.
- ii) Lone working Policy. To discuss the provision of a personal alarm.
- iii) Updates to the Financial Regulations.

25/101 Insurance renewal.

The council is awaiting its renewal documents for the third year of a three year long term arrangement. To confirm renewal.

25/102 Election of Officers, Committee Members and Working Party Members.

See appendix 2.

25/103 Items for the next agenda or for information only.

Next meeting and meetings for the next year.

5th June 2025. 3rd July 2025. 7th August 2025. 4th September 2025. 2nd October 2025. 6th November. 4th December. 1st January 2026 (to discuss an alternative). 5th February 2026. 5th March 2026.

Signed: A Baxter Clerk to the Council. Dated: Saturday 26th April 2025