

Notice of Annual Parish Council Meeting on 5th June 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 5th June 2025 at 7.00pm

The press and members of the public are cordially invited to attend.

Agenda

25/105 Chairman's welcome and notifications.

25/106 Apologies for Absence.

25/107 Declaration of Pecuniary Interests and Personal Interests.

25/108 Approval and signing of the minutes from 1st May 2025.

25/109 To receive an update about the progress of resolutions from the meeting above not covered in this agenda.

25/110 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.

25/111 County Councillor report.

25/112 District Councillor report.

25/113 New Community Centre and Open Space land.

- i) A report from the committee meeting of 29th May 2025.
- ii) Drawings from Brontide for the preliminary M&E designs and Superstructures for the preliminary foundation and steelwork designs have been circulated for review. To discuss responses received to questions raised with DCB by the committee. Does the council have any additional questions/comments? Can it approve the drawings?
- iii) Funding.
- iv) Any other updates.

25/114 Current Community Centre

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

25/115 Tendring/Colchester Borders Garden Community

Any updates?

25/116 Playing Field

- i) Any updates on the use of the playing field for football.
- ii) To consider a request from Market Field School for sole use of the field until 7pm on Thursday 18th September for a football match.

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25/117 Charity Field

- i) The area to the south of the pathway and under the fence can't be mown or strimmed due to the large amount of stones and gravel. To consider organising a working party or getting a contractor to remove them. There are also big rocks on a third of the field to the north of the path (two thirds of the area has already been cleared).
- ii) TDC has suggested an alternative site to position the dog waste bin, so that the contractor does not have to go over the fence. This is at the start of the pathway close to the fence at the western end of Vaughan Drive. Does the council agree with the location?
- iii) To consider signage for the gate with access off School Road to say no parking in front of the gate.

25/118 Transport

To discuss the reduction of the bus service in Elmstead.

25/119 Finance.

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

25/120 Finance Committee Meeting

An update from the meeting held on 3rd June.

25/121 Annual Internal Audit

Mrs J Stobart has completed the internal audit for 2024/25 and this has been reviewed by the Finance Committee. Any questions?

25/122 Annual Governance and Accountability Return

- i) To review for approval the Annual Governance Statement (Annual Return Section 1 – Annual Governance Statement 2024/25).
- ii) To consider for approval Section 2 – Accounting Statements 2024/25.
- iii) Signing of the Governance and Accounting Statements by the Chairman.

25/123 Personnel Committee Meeting

To consider a recommendation from the committee regarding additional help required for village maintenance.

25/124 Tendring District Association of Local Councils

An update from the latest TDALC meeting.

25/125 Items for the next agenda or for information only.

Signed: A Baxter Clerk to the Council. Dated: Sunday 1st June 2025