

TAKELEY PARISH COUNCIL AGENDA

Website: <http://www.takeleyparishcouncil.co.uk>
(Members of public and press welcome to attend via zoom)

**The Zoom Meeting will be held at 7:30pm
On Wednesday 5th August 2020**

Please contact the Clerk via e-mail should you wish to attend via zoom.

E-mail: takeleyparishcouncil@outlook.com
Tel: 01279 902434
[Tel:07458091659](tel:07458091659)

Members of the council are hereby summoned to attend in respect of the below matters of business.

1. Welcome and apologies for absence.
2. Everyone in attendance will note the meeting is being held via Zoom – members of the public to note that the meeting content will be recorded.
3. Declarations of Interest: To receive declarations of interest on any items on the agenda.
4. Approval of minutes of the last meeting (01/07/2020) as circulated to members. These will be approved and signed by the Chairman – (this will occur remotely due to Covid 19).
5. District and County Councillor Reports - (5 mins. max.)
District/County Councillors will provide verbal or written reports and answer questions.
Please direct any questions/comments to the County/District Councillors present at this time.
6. Open Forum - (5 mins. max.)
Please direct any questions/comments to the County/District/Parish Councillors present at this time. Members of the public are allocated to this time to speak but must e-mail the Clerk so that they may be invited to a Zoom meeting and can notify members in advance what they wish to speak about.

| | | |
|----|----------------|---|
| 7. | Clerks Report | To Note Clerks Report. |
| 8. | Administration | Council to review the updated Risk Assessment as per Audit Requirements |
| 9. | Finance | <ol style="list-style-type: none">i. Councillors to approve the monthly list of cheque transactions known at time of distribution.ii. Councillors to note and approve bank reconciliation for the first quarter figures.iii. Councillors to note the internal Audit has taken place and the audit certificate posted online.iv. Councillors to note information for the external audit has been posted.v. The council will note the latest Finance Minutes held on the 16th July 2020. |

| | | |
|-----|-----------------------------------|---|
| 10. | The Old School Community Centre | <p style="text-align: center;"><u>CCTV</u></p> <p>(To consider information on CCTV - Further discussion by councillors on CCTV following suggestion to have 8 cameras installed, 1 internal)</p> <p>To consider the cost of the Working Groups preferred CCTV system via Media Coms is £3,142.80. The Council will consider this matter against its current reserves, as this item did not fall under its current precept.</p> <p>Council to agree in principle that the Elsenham policy be used as suggested by working party on the basis it has UDC approval.</p> <p>Outstanding issues surrounding CCTV including risk assessments and consents.</p> |
| 11. | Parish Council | Updates/ref: Old school maintenance when re-opening. |
| 12 | Highways and Transport Issues | To note any issues To report any potholes as per the member scheme. |
| 13 | Sportsfield and Recreation Ground | To note updates on works carried out by contractor Matt Jarratt. Schedule of works – possibility of re-opening? |
| 14. | Planning | <p style="text-align: center;"><u>TPC to consider Planning Matters</u></p> <p><i>(To approve and note the recommendations/comments of the planning committee members held on the second Weds of the month at 10:30 am in the Old School House or via Zoom). Members of the public may request attendance. via e-mail at a zoom meeting by contacting the Clerk.</i></p> <p>Members of the public may view applications online at Uttlesford at any time and note any responses the parish council have made. Hard copy of minutes can also be requested from the Clerk.</p> <p>The planning committee are putting together a questionnaire in respect of the unadopted local plan to ascertain the community's view.</p> |

**The next full council meeting is due to occur on the first Wednesday of the month at 7:30 pm
This meeting will be advertised on the Council's notice board/website beforehand
Members of the public can request to join a zoom meeting subject to e-mail notification to the Clerk a few days beforehand.**

PUBLIC & PRESS ALWAYS WELCOME

Clerk to Takeley Parish Council

Julia Peachey

31/07/2020

