



**Clerk to the Council:** Mrs S.M.Walker LLB  
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Dear Councillors,

You are hereby summoned to attend a meeting of Great Notley Parish Council that will be held on Monday 3<sup>rd</sup> April 2023 at 7.30pm in the committee room at the Great Notley Community Centre, Notley Green, Great Notley CM77 7US for the purpose of transacting the following business.

Yours faithfully

Mrs Suzanne Walker  
Clerk to Great Notley Parish Council

Date 28<sup>th</sup> March 2023

**Members of the public and press are also cordially invited to attend the meeting.**

#### **AGENDA – MEETING OF GREAT NOTLEY PARISH COUNCIL**

**23/30: Apologies**

**23/31: Declarations of Interests**

**23/32: To consider and approve Minutes of the Meeting of 6<sup>th</sup> March 2023**

**23/33: Public Question Time**

**23/34: Reports**

23/34.1 Report from County Councillor

23/34.2 Report from District Councillor

23/34.3 Reports from Councillors attending external meetings

**23/35: Parish Clerk's Report**

**23/36: To note committee reports**

**23/37: Financial report**

23/37.1 Bank Reconciliation

23/37.2 Payments for approval

23/37.3 To consider internal control procedures

23/37.4 To consider and approve list of regular payments

23/37.5 To agree the Payroll Contract for financial year 2023/24

23/37.6 To review mandate holders and administrator in relation to banking and credit card arrangements and agree any changes

23/37.7 To note insurance arrangements for the Parish Council.

**23/38: Substantive Matters for consideration**

**23/38.1 To consider the issue of provision of allotments in the Parish**

**23/38.2 To consider conditions of the White gates at Panners**

**23/38.3 To consider and approve the street scene agency agreement for financial year 2023 – 2024**

**23/38.4 To consider report on condition of bins in the Parish**

**23/38.5 To consider issue of Heavy Goods vehicle parking at Notley Green.**

**23/38.6 To consider and note latest operational play area inspection**

**23/39: Planning applications, Tree Preservation Orders and other planning matters**

**23/39.1 New Planning Applications**

Application No.	Application
23/00486/TPO	9 Langdale, Great Notley – work to tree covered by a Tree Preservation Order
23/00393/FUL	Unit 2 The Square, Notley Green, Great Notley - Change of use from dry cleaners (Class E) to hot food takeaway (sui generis), together with installation of extract and ventilation equipment and minor external alterations.
23/00521/LBC	Naylinghurst, Braintree Green, Braintree Essex - Removing and resurfacing patio and path adjacent to dwelling

**23/39.2 To note results of planning applications**

Application No.	Application	Result
22/03319/HH	82 Skiddaw Close, Great Notley - Erection of two-storey front & rear extensions and external fenestration changes	<b>granted</b>
23/00064/TPO	15 Ellen Way, Great Notley – work to a tree covered by a Tree Preservation Order	<b>Part granted part refused</b>
23/00122/TPO	1 Ullswater Close, Great Notley – work to tree covered by a Tree Preservation Order	<b>Part granted part refused</b>
23/00278/TPO	9 Langdale, Great Notley – work to tree covered by a Tree Preservation Order	<b>Part granted part refused</b>

**23/40: To consider any matters to be raised for next agenda**