



Clerk to the Council: Elizabeth Winter
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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 20th May 2024 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

E. Winter

Elizabeth Winter
Clerk to Great Notley Parish Council

Date 15th May 2024

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

AGENDA – ANNUAL MEETING OF GREAT NOTLEY PARISH COUNCIL

24/45: To elect the Chairman for the Civic year

24/46: To appoint the Vice-Chairman for the Civic year

24/47: Apologies

24/48: Declarations of Interests

24/49 To consider and approve Minutes of the Meeting held on 29th April 2024

24/50: Public Question Time (15 minutes total are allocated to this item)

24/50: Reports

24/50.1 Report from County Councillor

24/50.2 Report from District Councillor

24/50.3 Reports from Councillors attending external meetings

24/51: Parish Clerk's Report

24/52: Financial Matters

24/52.1 Bank reconciliation

24/52.2 Payments & Receipts for approval

24/52.3 Authority to Act for Cllr Crawford as Signatory on Nationwide Account
24/52.4 Amendment to Budget 2024/25 – s137 expenditure budget line

24/53: To review and agree year end documents

- 24/53.1 To consider and agree the accounts for financial year 2023-2024
- 24/53.2 To consider the Internal Audit Report
- 24/53.3 To consider and agree the Governance Statements on the Annual Governance and Accountability Review form
- 24/53.4 To consider and agree the financial statements on the Annual Governance and Accountability Review form
- 24/53.5 To agree the proposed dates for the Exercise of Public Rights 2023-2024

24/54: Substantive matters for consideration

- 24/54.1: To consider the three quotations for Parish Council Insurance
- 24/54.2: Pedestrian Crossing at White Court School
- 24/54.3: To consider a Grant Application from NGCA for the annual Village Fete
- 24/54.4: To record the reclamation of VAT for financial 2023-24
- 24/54.5: Annual Review of Policy Documents
- 24/54.6: **To consider the following suggested improvements around the village:**
 - 24/54.6.1: To approve the replacement signage at Levens Way Park & Skate Park
 - 24/54.6.2: To consider numbering the Parish Council owned dog waste bins
 - 24/54.6.3: To consider additional warning signs at Bridge End Lane re Ducks
 - 24/54.6.4: To consider obtaining quotes for levelling the ground underneath the Parish Council owned green bench seats

24/55 Planning applications, Tree Preservation Orders and other planning matters

24/55.1 New Applications within the Parish

To Note (Deadlines occurred prior to this meeting):

- 24/00580/HH - 2 Carpenters Drive Great Notley Essex CM77 7ZQ
Erection of a single storey rear extension (re-consulted, deadline 15th May 2024) –
Pending Consideration by BDC

For Notification only (no third party comments sought):

- 24/00947/PLD - 8 Burghley Close Great Notley Essex CM77 7WY
Application for Certificate of Lawfulness for a proposed development - Removal of existing garage door and installation of a brickwork wall and window

To Consider:

Application No.	Application
24/00917/TPO	3 Thirlmere Close Great Notley Essex CM77 7UL - Notice of intent to carry out works to trees protected by Tree Preservation Order TPO - 10/10 G7 T1 - Lime - Crown lift and remove epicormic growth to 4m. Crown thin by volume - 30% - Deadline 31 st May 2024

24/55.2 To note results of previous planning applications

Application No.	Application	Result
24/00690/FUL	The Barley Barn Slamseys Farm Blackley Lane Great Notley Essex CM77 8QF - Conversion & extension of commercial barn (class E(c)(iii) to 1 No. dwelling (class C3) & demolition of industrial building	Pending Consideration (determination deadline 31 st May 2024)
24/00442/FUL	Plot 5 Horizon 120 Business Park London Road Braintree Essex - Erection of an employment building comprising of uses falling within Use Classes E(g)(i, ii, iii) and B8 (or a combination of those uses) with associated access, service areas, parking and landscaping.	Pending Consideration (determination deadline 12 th July 2024)
23/02551/TPO	83 Windermere Drive Great Notley Essex CM77 7UB - Notice of intent to carry out works to trees protected by Tree Preservation Order TPO	Remains Pending Consideration (determination deadline was 13 th December 2023)

24/56 To consider any matters to be raised for next agenda

24/57 Chairman to close the meeting