



*Great Braxted
Parish Council*

Clerk to the Council
Sarah Gaeta

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1st November 2019

To: Members of Great Braxted Parish Council

You are hereby summonsed to attend

**THE PARISH COUNCIL MEETING TO BE HELD IN THE PAVILION
ON THURSDAY 7TH NOVEMBER 2019 AT 8.00 PM**

for the purpose of transacting the following business:

Clerk to the Council

A G E N D A

1. Apologies for absence

2. Minutes of the Parish Council Meeting held on 5th September 2019 [to be taken as read and signed as a correct record by the Chairman].

3. Declarations of Interest (existence and nature) with regards to items on the Agenda. Councillors are reminded that the code of conduct that took effect from 1st July 2012 provides that should they have a disclosable pecuniary interest in any matter under discussion, they should speak only in the public session, then withdraw from the room and not seek to influence a decision about the matter.

4. Maldon District Councillor Update

5. Public Participation Session with respect to items on the Agenda and other matters that are of mutual interest.

6. Local Highways Panel (LHP) Application

To discuss and decide if the Parish Council will support and submit an LHP application for a change in road speed and potential installation of a pedestrian crossing on the B1022 between Great Totham North and Tiptree.

7. Adoption of Policies

7.1 To adopt the Standing Orders previously circulated.

7.2 To adopt the Financial Regulations previously circulated.

7.3 To adopt the Equal Opportunities statement previously circulated.

7.4 To adopt the Grievance and Disciplinary Policy previously circulated.

8. Appointment of New Clerk/RFO

8.1 To note the employment of Sarah Gaeta as Parish Clerk/Responsible Financial Officer with effect from 2nd September 2019.

8.2 To note that the contract of employment based on the NALC template has been agreed and signed.

9. Bank Signatories

To appoint all Councillors as bank signatories.

10. Planning

10.1 19/01053/HOUSE – Extension and remodel of existing dwelling at Stavelark, Maldon Road, Tiptree.

11. Dog waste bag dispensers

To discuss and decide if the Parish Council will supply dog waste bag dispensers in the village.

12. A12 East Community Forum

To receive feedback from the A12 East Community Forum held on 10th October.

13. Rural Community Council of Essex (RCCE) Membership

To confirm the continuation of RCCE membership for the year.

14. Remembrance Sunday

To request a volunteer from the Parish Council to lay the tribute at the war memorial on Remembrance Sunday.

15. Accounts for Payment

15.1 To agree the accounts for payment for September and October 2019.

15.2 To note the payment of £81.40 to HMRC paid outside of a meeting due to deadline.

15.3 To note the payment of £75.00 from the Chairman's Allowance following the last meeting.

16. General Announcements

*Date of next Parish Council meeting
Thursday 9th January 2019*