

Fyfield Parish Council

Clerk to the Parish Council:
Katharine Perry

Email:
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Members of the Council are hereby summoned to attend the Meeting of Fyfield Parish Council to be held on Monday 6th February 2023 at 7.30pm in the Fyfield Village Hall.

Katharine Perry

**Katharine Perry
Clerk to Fyfield Parish Council**

1 February 2023

Agenda

1. Apologies for Absence

To receive and approve apologies for absence

2. Declarations of Interest

To receive Councillor's declarations of interest and dispensations for items on the agenda

3. Co-option of new Councillor

4. Public Participation Session

To receive questions and statements from members of the public with respect to items on the agenda and other matters that are of mutual interest.
Report from PC Warren Shepherd

5. Approval of Minutes of Meeting held 9 January 2023

6. Clerks Report

Actions from previous minutes and general correspondence.

7. County Councillor, District Councillor & other representatives Reports

To receive a verbal or written report from the County Councillor and District Councillor.

8. Finance

- a) To consider and approve the invoices for payment (to be circulated on day of the meeting)

| Ref No | BACS Ref | Payee | Detail | Amount |
|---------------|-----------------|--------------|------------------------|---------------|
| 62 23 | | K Perry | January salary | £437.58 |
| 63 23 | | Paul Norris | Churchyard maintenance | £100 |
| 64 23 | 3312 | TBS Hygiene | Emptying bins | £91.20 |

| | | | | |
|-------|---------|----------------|-----------------------------|---------|
| 65 23 | 16152 | EALC | Adv Councillor Trng Day | £108 |
| 66 23 | 21-8860 | BB Groundscare | Maintenance of sports field | £647.50 |
| 67 23 | SO | PWLB | Repayment of loan | £874.17 |

- b) To consider the Risk Register for 2023-24
- c) To consider the Budget for 2023-24
- d) To discuss the formation of a finance and budgeting working group

9. Governance

- a) Strategic Action Plan
- b) Local Council Liaison
- c) Biodiversity – sports field and churchyard
- d) Creation of an HR Committee - Staff appraisal/HR Policy
- e) Creation of an Audit Working Group

10. Burial Ground

- a) Report from Cllr Webster
- b) Consider Burial Ground Charges
- c) Consider Burial Ground Regulations
- d) Tree Pollarding – consider and compare quotes

11. Sports Field & Village Hall

- a) Sports field hire bookings
- b) Checks on play equipment – pm 20 Feb (Sovereign)

12. Planning

- a) To consider any new planning applications submitted to Epping Forest District Council.
EPF/0061/23
Wethers, Willingale Road – new cart lodge
<https://eppingforestdcpr.force.com/pr/s/planning-application/a0h8d000001V7Pc>
- b) Creation of a Planning Committee

12. Fyfield Village

- a) Defibrillator
- b) Villager of the Year – flyers distributed
- c) Coronation Celebrations – sub committee with VH
- d) Energy costs for residents and businesses – VH day 16 Feb

13. Communication and Promotion

To consider any items for publicity and promotion

14. Date of the next Parish Council meeting

- a) To confirm the date of the next Parish Council meeting 6 February 2023, 7.30pm.

*Additional information and paperwork is supplied to the Councillors to support certain agenda items. If any members of the public wish to see this information, please email the Clerk: fyfieldparishcouncil@gmail.com

*Any resolutions that appear on the agenda may be approved, rejected or actioned by the Parish Council