

Fyfield Parish Council

Clerk to the Parish Council:
Kim Hanley

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 January 2025 at 7.30pm in the Village Hall.

Kim Hanley

Clerk to Fyfield Parish Council

31st December 2024

Agenda

- 1. Apologies for Absence**
To receive and approve apologies for absence
- 2. Declarations of Interest and Council Members**
 - a) To receive Councillor's declarations of interest and dispensations for items on the agenda.
 - b) Vacancy for Councillor – agreement to co-opt.
- 3. Approval of Minutes of Meeting held 2nd December 2024**
- 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.
- 5. Clerk's Report**
Actions from previous minutes and general correspondence.
- 6. County Councillor, District Councillor & other representatives Reports**
To receive a verbal or written report from the County Councillor, District Councillor and Police.
- 7. 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
82 24	DD	Xero	Monthly subscription	£25.20
83 24	6289	TBS Hygiene	Emptying bins December	£107.04
84 24	21-9967	BB Groundscare	Sports Field Maintenance December	£647.50

85 24	2605818 DD	Castle Water	Sports field – direct debit	£5.00
86 24	Dec invoice	Paul Norris	December burial ground maintenance	£100

Clerks wages for November - £537.24

Payments received for December

Burial Ground	£115.00
Sports Field Hire	£0
Miscellaneous	£0
TOTAL	£115.00

b) Agree 2025/2026 budget and precept

8. Assets

- a) Agree to renew Microsoft subscription for Clerks laptop - £59.99
- b) Agree to purchase a new bin for the play area due to broken lock mechanism
- c) Discuss and agree to purchase bulbs to plant around the new village gateway signs (to be reimbursed by ECC Locality Fund).

9. Internal audit

- a) Agree to internal auditors terms of engagement.

10. Governance

- a) To discuss and agree if the council do or do not wish to move the parish council website and emails over to a .Gov.uk domain.

11. Burial Ground

- a) Report from Cllr L Webster to include burials and interments.

12. Sports Field & Village Hall

- a) Sports field hire bookings

13. Planning

To consider any new planning applications submitted to Epping Forest District Council – one new application.

[Planning Application: EPF/2435/24](#) – Gypsy Mead Works, CM5 0RB - approval of details reserved by condition 17 "lighting strategy".

14. Speeding prevention

Discuss and agree a date to meet with District Councillor, Police and other local nearby councils to discuss speeding issues.

15. Communication and Promotion

To consider any items for publicity and promotion.

16. Date of the next Parish Council meeting

To confirm the date of the next Parish Council meeting.

*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.