

Fyfield Parish Council

Minutes of the Annual General Meeting of Fyfield Parish Council held on Monday 15th May 2023 at Fyfield Village Hall, Houchin Drive, Fyfield.

Present: Councillor B Saward (Chair), Councillors S Mead, D Webster, L Webster, T Wadey

In attendance:

Cllr D Webster acting as temporary Clerk to the Parish Council
20 members of the public

23.1	Election of Chairman for 2023/24 Cllr Saward was the sole nominee for Chairman. She was proposed by Cllr Mead and seconded by Cllr Wadey and was duly elected.
23.2	Apologies for Absence To receive and approve apologies for absence Councillor M Bacon Also absent Cllr G Codd
23.3	Election of Vice Chairman for 2023/24 Cllr D Webster was the sole nominee for Vice Chairman. He was proposed by The Chairman and seconded by Cllr Wadey and was duly elected.
23.4	Declaration of Interests To receive Councillor's declaration of interests and dispensations concerning items on the agenda NOTED There were no declarations of interest.
23.5	Council Representation on Outside Bodies Village Hall Committee – Cllr Mead Dr Walkers Trust – Cllr D Webster Epping Forest Local Council Association – Cllr Wadey Bank signatories – Cllrs Mead, Saward and D Webster Burial Ground Liaison – Cllr D Webster
23.6	Approval of Minutes from 9th May 2022 and 3rd April 2023 The minutes of the Fyfield Parish Council meeting held on Monday 9 th May 2022 and Monday 3 rd April 2023 were approved as an accurate record, except that the words "Annual General" were added to the title of the former.

23.7 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

A MoP raised an question about the Telephone Box. Cllr D Webster advised that this was the responsibility of the Friends of The Telephone Box. He understood that they were still waiting for shelves to be fitted.

23.8 Clerks Report
 The Clerk reported on several items:

- Cllr L Webster is still collating reports on potholes requested and received from villagers. There does not seem to be an immediate deadline for submission to Essex Highways.
- Ongar Juniors Football Club would like to improve drainage on the Sports Field to enable play on the top pitch. Cllr Mead will obtain quotes for this.

23.9 County Councillor, District Councillor & other representatives Reports

District Councillor I Hadley sent his apologies for not being able to attend.

23.10 Finance
To consider and approve invoices for payment

RECEIVED List of invoices submitted in April 2023 that required payment by the Parish Council.

Ref No	BACS Ref	Payee	Detail	Amount
9 23		Paul Norris	Churchyard maintenance	£220
10 23		K Perry	Salary – April	£437.58
11 23	3688	TBS Hygiene	Emptying dog and litter bins – April	£107.04
12 23	FPC	BB Groundscare	Sports Field maintenance	£647.50
13 23	505	FTG Services	Removable gatepost for field	£750.00

RESOLVED List of invoices were authorised (approved unanimously).

TASK Clerk passed all paperwork to Cllrs Saward & Mead for signature. All payments are set up ready for authorisation online.

23.11	<p>Burial Ground Report on church yard issues Cllr D Webster showed councillors the signs that will be put up in the churchyard reminding visitors of the Regulations.</p>
23.12	<p>Sports Field & Village Hall a. Sports Field Hire Bookings –Cllr Mead advised that here is 1 agreed booking in each of June and August and one possible booking in July</p>
23.13	<p>Planning To consider any new planning applications submitted to Epping Forest District Council. EPF/0964/23 and EPF/0945/23, The Nook, Norwood End – No Objections.</p>
23.14	<p>Strategy and Action Plan a. Strategy and Action Plan March 2023. This was approved. b. Application for Foundation Award Accreditation. It was confirmed that the Council would go forward with this application.</p>
23.15	<p>Fyfield Village a. Defibrillator – item deferred to next meeting</p>
23.16	<p>Communication and Promotion Report on Parish Assembly Cllr L Webster asked for better communication to be added to the next agenda</p>
23.17	<p>Date of the next Parish Council meeting To confirm the date of the next Parish Council meeting. The next meeting will take place on Monday, 3rd July in the club room at 7.30pm.</p>

The meeting closed at 19.30pm.

Signed: -----

Date: -----