

Fyfield Parish Council

Clerk to the Parish Council:
Kim Hanley

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Members of the Council are hereby summoned to attend the Meeting of Fyfield Parish Council to be held on Monday 4th November 2024 at 7.30pm in the Village Hall.

Kim Hanley

Clerk to Fyfield Parish Council

28th October 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 7th October 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
66 24	DD	Xero	Monthly subscription	£25.20
67 24	6026	TBS Hygiene	Emptying bins October	£107.04
68 24	21-9856	BB Groundscare	Sports Field Maintenance October	£647.50

69 24	2024/107	Fyfield Village Hall	August meeting – club room	£14.03
70 24	18025	EALC	Introduction to Planning training course – K Hanley	£120.00
			Code of Conduct training course – K Hanley	£96.00
			Budget & Precept training course – K Hanley	£96.00
71 24		Paul Norris	October burial ground maintenance	£320.00
72 24	2024/130	Fyfield Village Hall	November meeting – club room	£14.03

Clerks wages for September £451.77.

Payments received for October - £2,990.00 (total)

8. Governance

- a) Agree for the Chair to select an internal auditor.
- b) Review and approve any changes to the Standing Orders and Code of Conduct.

9. Burial Ground

- a) Report from Cllr L Webster to include burials and interments.
- b) Discuss creating a sinking fund for futural burial ground purchase.

10. Sports Field & Village Hall

- a) Sports field hire bookings
- b) Update from the Fyfield Event meeting 14th October.
- c) Agree to discuss with the Village Hall Committee plans to upgrade changing facilities.

11. Planning

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

[EPF/2078/24](#) – The Old Forge, Dunmow Road – Grade II listed building application for a two storey rear addition.

12. Assets

- a) Reinstall village sign - Note this was completed on 22nd October.

13. Christmas

Lighting celebration Tuesday 26th November.

- a) Discuss and agree any actions.
- b) Note – Cllr Wadey has made contact with the choir and they will be in touch after their next meeting (early November) to confirm if they are available.

14. Willingale Waste Water pollution

- a) Agree a date for a site meeting.

15. Speeding prevention

Agree to arrange a meeting with District Councillor, Police and other local nearby councils to discuss speeding issues.

16. Communication and Promotion

To consider any items for publicity and promotion.

17. Date of the next Parish Council meeting

- a) To confirm the date of the next Parish Council meeting which is 2nd December 2024.

*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.