



HIGHWOOD PARISH COUNCIL

9th September 2020.

The Public and Press are invited (Public Bodies Admission to Meetings Act 1960) and all Councillors are summoned, to attend the forthcoming meeting of Highwood Parish Council, where the under-mentioned business is proposed to be transacted.

Karen Kuderovitch – Clerk to the Council

The Parish Council Meeting will be held on Monday 14th September 2020 @ 7.30pm

THIS MEETING WILL BE HELD VIA ZOOM – PLEASE CONTACT THE CLERK FOR LOGIN DETAILS

THE CHAIRMAN TO REQUEST MOBILE PHONES ARE SWITCHED OFF/TURNED TO SILENT MODE

AGENDA

A decision to be made **Expenditure decision**

53/20.	Declaration of Interests/Recording at Meetings All Members to be reminded that they must disclose any interests they know they have in items of business on the meeting's agenda and that they must do so at this point on the agenda or as soon as they become aware of the interest. They are also obliged to notify the Monitoring Officer of the interest within 28 days of the meeting, if they have not previously notified her about it. The Chairman to members the opportunity to declare any interests and note them. Councillors/Members of the Public to declare their intention to record the Meeting.
54/20.	Apologies for Absence A vote to be taken to accept apologies and the reasons submitted.
55/20.	Minutes The Minutes of the Parish Council Meeting of 5 th August 2020 to be approved and signed.
56/20.	Public Forum The Chairman to allow a maximum of 15 Minutes for the Public to address the Council.
57/20.	Essex Association of Local Councils – Local Council Award Scheme Clerk to report.
58/20.	Review of Community Projects/Action Plan Council to review the Action Plan document.
59/20.	Finance a) Clerk to present Bank Reconciliation/Bank Statements for end of July/August 2020. b) Project Allocations to be reviewed & if necessary, reallocations made. c) Clerk to report on status of the PFK Littlejohn External Audit. d) Council to consider quotations for garage forecourt works in Sparrows Close. e) Council to consider a grant application.

Clerk: Mrs K. Kuderovitch. Postal Address: Springfields, Crows Lane, Woodham Ferrers, Essex
CM3 8RR. Clerks Telephone 01245 842953

email: clerk@highwoodpc.org. www.highwoodpc.org





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	<p>f) Councillors to review and approve the following payments made/to be made – to be reported at the meeting.</p> <table border="1"><tr><td>Unity Bank Account 20258735 as at 31st August 2020 = £11,312.60 Unity Bank Account 20258887 as at 31st August 2020 = £39,440.46</td></tr></table>	Unity Bank Account 20258735 as at 31st August 2020 = £11,312.60 Unity Bank Account 20258887 as at 31st August 2020 = £39,440.46
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60/20.	<p>Planning Reference: 20/05208/TPO Address: 12 Woodland Way Highwood Chelmsford CM1 3FF Description of works: W1 - Oak x2 - located at the rear garden - Reduce the crown of the trees by 2-2.5m and remove deadwood. Smaller Oak x1 - Fell. Reason: To maintain size and shape of trees and to promote form and structure of retained trees</p> <p>Councillors to be offered to share any planning related information.</p>	
61/20.	<p>General Village Items/Information</p> <ul style="list-style-type: none">• Request from members of the public – benches at play area.• Clerk/Councillors to be offered the opportunity to share any further information/suggestions.	
62/20.	<p>THE FOLLOWING ITEM IS CONFIDENTIAL – COUNCILLORS TO TAKE A VOTE TO EXCLUDE PRESS & PUBLIC. 👉</p>	
63/20.	<p>Personnel Committee Chairman to report.</p>	

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