



HIGHWOOD PARISH COUNCIL

30th September 2022.

The Parish Council Meeting will be held on Wednesday 5th October 2022 @ 7.30pm
Meeting will be held in Highwood Village Hall (foyer)

THE CHAIRMAN TO REQUEST MOBILE PHONES ARE SWITCHED OFF/TURNED TO SILENT MODE & REMOTE MEETING POLICY ADHERED TO

AGENDA

A decision to be made **Expenditure decision**

30/22.	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 give members the opportunity to declare any interests and note them. Councillors/Members of the Public to declare their intention to record the Meeting.
31/22.	Apologies for Absence A vote to be taken to accept apologies and the reasons submitted.
32/22.	Minutes The Minutes of the Parish Council Meeting of 18 th July 2022 to be approved and signed.
33/22.	Cllr. Mike Steel/Cllr. Nicolette Chambers
34/22.	Public Forum The Chairman to allow a maximum of 15 Minutes for the Public to address the Council.
35/22.	Review of Community Projects/Action Plan for 22/23 Councillors to review the Action Plan.
36/22.	Public Consultation Policy Council to review and adopt the policy.
37/22.	Action Plan 22/23 Members to review & consider funding allocations/virements.
37/22.	Reports from Representatives <ul style="list-style-type: none"> • School Liaison • Play Area • Environment
38/22.	Finance a) Members to review the finance report (projects) & approve payments. b) Review of the Financial Risk Assessment c) Clerk to present Bank Reconciliation/Bank Statements for end of May- September 2022 d) Clerk to present 1 st & 2 nd quarter budget reviews. e) External Audit Report to PKF Littlejohn – Clerk to report.




Clerk: Mrs K. Kuderovitch. Postal Address: Springfields, Crows Lane, Woodham Ferrers, Essex
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39/22.	Planning  22/01555/FUL Address: Awes Farm Ingatestone Road Highwood Chelmsford Description of works: Construction of a stable block for livery yard, outdoor menage and associated access and parking area. Appeals: Red House Cooksmill Green Highwood Chelmsford Essex CM1 3SJ
40/22.	General Village Items/Information <ul style="list-style-type: none">• Review of Rospa Play Area Reports – review of action points• Hedges/schruvs/pathways.• Contact from residents.• Newsletter – November edition deadlines.• Fencing Edney Common• Build outs at School• Remembrance Sunday• Clerk/Councillors to be offered the opportunity to share any further information/suggestions.
	THE FOLLOWING ITEM IS CONFIDENTIAL – COUNCILLORS TO TAKE A VOTE TO EXCLUDE PRESS & PUBLIC  
41/22.	<ul style="list-style-type: none">• Sale of Garages• Allotment site at Radley Green• Report from Personnel Committee Chairman

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