

2nd October, 2014 and the Minutes of the Extra-ordinary Council Meeting held on 6th November, 2014 (*minutes attached*).

11. Financial Matters

- a. To approve,
 - i. The payment requests for October/November, 2014 (*schedule to be circulated*).
 - ii. The Bank Reconciliation as at 31st October, 2014 (*reconciliation attached*).
 - iii. The Financial Statement for the seven months to 31st October, 2014 (*statement attached*).
- b. To approve the purchase of Risk Assessment Software at a cost of £100.34 plus VAT.
- c. To consider the proposal that the Parish Council purchase a computer and printer for the use of Parish Councillors in the Village Hall

12. Banking Matters.

- a. To consider the proposal that Messrs J. Allen and B. Summerfield be removed as signatories on the Parish Council's bank accounts with the Co-op Bank.
- b. To consider the proposal that the Co-op Bank Account number 65593170 be closed.
- c. To consider the proposal that the Santander Bank Account number 05566754 be closed and the balance transferred to account 41684481.
- d. To consider the proposal that the Parish Council activate online banking in respect of their bank account with HSBC Bank and that a Business Money Manager Bank Account be opened.

13. Council Meetings

- a. To consider the proposal that the Council revert to having monthly meetings to be held on the second Thursday in each month.

14. Committees.

- a. Planning Committee – to consider the Special Motion dated 19th November, 2014 that “The proposal adopted under Minute 12.b. of the minutes of the extra-ordinary meeting of the Parish Council held on 7th August, 2014 that “the Planning Committee be given delegated powers to deal with Planning matters” be rescinded” and to agree the action to be taken (*copy of Special Motion attached*).
- b. Finance Committee – To appoint at least two further Councillors to serve on this Committee.
- c. Terms of reference of Committees – To instruct the Clerk to prepare terms of reference for the Parish Council Committees.

15. Purchase of Land from Anglia Water.

- a. To consider the e-mail dated 16th October, 2014 from Sarah Fitcher of Tolhurst Fisher and to agree the action to be taken (*copy of e-mail attached*).

16. Memorial Bench.

- a. To consider the proposal from Councillor Knight that the Parish Council purchase and install a memorial bench at the junction of Little Wakering Road and Barling Road (*copy of consent letter dated 13th November, 2014 from Essex County Council attached*).

- b. To agree the wording to appear on the bench.

17. Village Hall.

- a. To consider what action should be taken in respect of making good the investigative work done on the RSJ in the main hall and what action should be taken in respect of the temporary repairs to the RSJ's in the windows of the main hall.

18. Wildlife Reserve.

- a. To receive a verbal report from Councillor Knight.
- b. To discuss the repairs required to the entrance to the Wildlife Reserve (*copy of e-mail dated 15th November, 2014 from Councillor Street attached*).

19. Quiz Night.

- a. To finalise arrangements for the Quiz Night being held on 29th November, 2014 including the appointment of a person responsible for completing Health & Safety checks.

20. Citizen of the Year – 2014/2015.

- a. To make arrangements for the presentation of the 2014/2015 Citizen of the Year Awards to include,
 - i. Date
 - ii. Venue
 - iii. Preparation of Certificates/Frames

21. Parish Council Emergency Response Plan

- a. To consider the Draft Parish Council Emergency Response Plan and to agree the action to be taken.

22. Clerk's Report, to include

- a. Appointment of Arboriculturist.
- b. Letter to Chief Executive Officer of Anglia Water.
- c. Retrospective Planning Application in respect of the extension to the pond in the Wildlife Reserve.
- d. Street Lights
- e. Distribution of Christmas Gift Parcels.

23. Christmas Lights.

- a. To receive a report from Councillor Steptoe on the judging of the Christmas Lights.

24. Speed Limit on Mucking Hall Road.

- a. To consider the proposal that the Parish Council requests an assessment to determine a way of reducing the speed limit on Mucking Hall Road which is a very dangerous single track 60 mph road to 40 mph and to agree the action to be taken.

25. Erection of War Memorial

- b. To consider the proposal that the Parish Council erect a war memorial as part of the development of the new village hall.

26. Social Media

- a. To appoint a Councillor to be responsible for Social Media.

27. Attendance at Meetings.

- a. To receive reports from Councillors in respect of any meetings attended.

28. Planning Applications.

- a. To consider Planning Applications received since the last meeting
(schedule to be circulated).

29. Correspondence.

- a. To consider any correspondence received since the last meeting *(details to be circulated).*

30. Date of next Meeting.

- a. To consider the proposal that the date of the next meeting be brought forward to 11th December, 2014.

31. At the Chairman's discretion to exchange information.

Date of next meeting – To be decided – Full Council Meeting.

Issued 21st November, 2014.