All meetings are normally open to the Public and Press

4th April 2023

To: All Members of Witham Friary Parish Council, District Cllr Gay, County Councillor Clarke.

Dear Councillor

You are summoned to a full council meeting of the Witham Friary Parish Council on **Tuesday 13th June 2023 7.30pm.** The meeting will be held at Witham Village Hall.

The meeting will consider the items set out below.

J A Gregory

Jennifer Gregory

Parish Clerk

A G E N D A

Meeting to be suspended for a public session to enable the electorate of Witham Friary to ask questions or make comments. Questions not answered at this meeting will be answered in writing to the person asking the question or may appear as an agenda item for the next meeting. Members of the public are asked to address the Chair with their question and please restrict their comments and/or questions to 2 minutes on any relevant issue. Member of the Press and public will be excluded if the Parish Council by resolution enters a confidential session

**06.22/23.01 Apologies for absence and to consider reasons given**

1.1 Council to receive apologies for absence and, if appropriate, to resolve to approve the reasons given.

**06.22/23.02 Declarations of Interest and Dispensations**

2.1 Members to declare any interest they may have in agenda items in accordance with the Council’s Code of Conduct.

2.2 To receive written requests for dispensation for disclosable pecuniary interests.

* 1. To grant any dispensation as appropriate.

**06.22/23.03 Minutes of the previous meeting held**

* 1. To confirm and sign as a correct record the minutes of the meeting held on 9th May 2023

**06.22/23.04 Planning Applications for consideration**

None at present time.

**06.22/23.05 Finances**

5.1 To agree schedule of payments as indicated below:

J Gregory Clerk Salary £ 279.96

Kelvin Day Hedge Cutting £ 35.00

Mark Norris Electrical Dovecote Electric survey £ 216.00

A Liggatt Audit Charge £ 150.00

Ingram Consultancy Dovecote Survey £1260.00

5.2 Financial Update including cashbook figure to 31st May £35266.53

**06.22/23.06 Reports**

6.1 Chairman’s Report

6.2 Highways (FN)

* 1. Communications (MF)

6.4 Recreation Ground (WS/JK) Goalposts / grasscutting

* 1. Play Patch (JK)
  2. Footpaths (LS)
  3. Biodiversity Officers (LS MF)

6.8 Dovecote – Progress update including various surveys carried out for discussion

**06.22/23.07 Network Rail update (MF)**

**06.22/23.08 Other business referred to the Clerk**

8.1 D Heath – Request to use Recreation Ground for croquet

8.2 Basketball Court – Proposal

8.3 ICO compliance

**06.22/23.09 Date of next meeting**

9.1 11th July. Agenda items to be received by 28th June for July agenda.

Please note the Clerk has annual leave from the 30th June to 10th July.

**Close**