All meetings are normally open to the Public and Press

3rd October 2023

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

Dear Councillor

You are summoned to a full council meeting of the Witham Friary Parish Council on **Tuesday 10th September 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

**10.23/24.01 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.

**10.23/24.02 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.

**10.23/24.03 Minutes of the previous meeting held**

* 1. To confirm and sign as a correct record the minutes of the meeting held on 12th September 2023

**10.23/24.04 Report by County Councillors**

**10.23/24.05 Planning Applications for consideration**

Bindon Lane Inquiry – Cllr Ferrari

2023/1840 HSE Extension and Alteration to ground and first floor to create new porch and annex with terrace.

Postlebury House, Witham Friary. Deadline for response 17.10.23

**10.23/24.05 Finances**

5.1 To agree schedule of payments as indicated below:

A list of payment schedule

Description automatically generated with medium confidence

5.2 Financial Update including cashbook figure as at 30.09.23 £ 33866.14 includes Distgen Payment of £2610.47 and payments received of £70.00 from WI and History Society towards screen cost.

5.3 Budget review and budget planning for 24/25. Draft budget attached in Cashbook.

**10.23/24.06 Reports**

6.1 Chairman’s Report

6.2 Highways (FN)

* 1. Communications (MF)

6.4 Recreation Ground (WS/JK)

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

6.8 Dovecote – Progress update on quotation and rental

**10.23/24.07 Network Rail update (MF)**

**10.23/24.08 Other business referred to the Clerk**

**10.23/24.09 Date of next meeting**

9.1 November meeting 14th November 2023.

Annual Leave for Clerk 20th to 27th October.

**Close**