

# Aldham Parish Council

To: All Councillors

You are hereby summoned to attend a meeting of Aldham Parish Council at the village hall at 7:30 p.m. on Tuesday, 16<sup>th</sup> January 2024 for the purpose of transacting the following business:

## **Grahame Walkingshaw**

Grahame Walkingshaw, Parish Clerk for Aldham  
80 Chapel Road, West Bergholt, Essex, CO6 3HL  
Telephone Number: 01206 240 772 E-mail: [aldhampc@gmail.com](mailto:aldhampc@gmail.com)

### **AGENDA**

- 23/78 Welcome and apologies for absence**
- 23/79 Declaration of Members interests**
- 23/80 Public Open Forum** (Maximum 15 minutes)
- 23/81 To approve the minutes of the last meeting** (7<sup>th</sup> November 2023)  
To note that the EGM minutes of 3<sup>rd</sup> October 2023 have not been presented for approval
- 23/82 Visitors Report** (CBC Dennis Willetts/ CBC Sara Naylor/ECC Lewis Barber)
- 23/83 Clerk's Report**  
To record the NALC Pay Scale for 2023/2024 and increase to Parish Clerk Salary from April 1<sup>st</sup> 2023 (backdated).
- 23/84 Finance**  
To approve payments in accordance with the Budget  
Payments for January 2024  
  
Internal Audit date of Wednesday 17<sup>th</sup> April 2024 agreed - cost £245  
  
Barclays Mandate Form: To remove 2 councillors from list and add chairman  
  
Budget for 2024
- 23/85 Planning/Housing**
- 85.1 Applications for discussion at meeting  
None
- 85.2 Planning Applications – Observations conveyed under delegated authority since last meeting  
None
- 85.3 Planning Applications – Decisions received since last meeting  
**231961 – Rye House, New Road, Aldham** – Proposed new outhouse buildings in place of existing (Retrospective)  
**Decision:** Approve Conditional

**232391 – Ashington Lodge, New Road, Aldham** – conservatory and pool room extensions

**Decision:** Approve Conditional

85.4 To discuss the merits of preparing a Neighbourhood Plan for Aldham (Reference: Councillor Willetts' article in last Grapevine Magazine)

85.5 To Review Terms of Reference for Planning Committee

**23/86 Calc Representative**

To propose a new Calc representative for Aldham Parish Council

**23/87 Millennium Playing Field**

To receive a presentation from the landowners

**23/88 Ground Maintenance Contract 2024**

**23/89 Precept 2024/2025**

**23/90 Section 106 Money**

**23/91 Website**

To discuss quotes and contract for updating website

**23/92 Biodiversity**

To discuss Government Guidance on Biodiversity

**23/93 VAS Contract**

To agree that the signatures will be from the chairman (Mike Lambert) and vice-chairman(Adam Scott) for obtaining a VAS Licence from Essex Highways

**23/94 New Road/Brook Road**

To discuss letter from resident regarding condition of road

**23/95 Training/Events**

95.1 Reports on attended events

95.2 Nominations for new events

**23/96 Information Exchange/Items for next agenda**

**23/97 To confirm date and time of next meeting**

Date of next meeting: Tuesday 6<sup>th</sup> February 2024 at 7.30 p.m.

**Part Two Agenda Items**

Matters taken in the absence of Press and Public (Public (Admissions to Meetings) Act 1960) as the item contains exempt information as defined by the Local Government Act 1972 Sch. 12a Pt (1).

**23/98 To consider and determine any Personnel and Staffing Matters as required**

**23/99 Tackling Toxic Behaviour (Worknest)**