To Members of the Council

 You are hereby summoned to take part in an Ordinary Meeting being held on

**Wednesday 17th April 2024 at 7.45pm in the Lambourne End Parish Rooms.**

Members of the public and press are invited to be present, and the following business will be transacted.



**Adriana Jones**

Locum Clerk 11th April 2024

**AGENDA**

**1) APOLOGIES FOR ABSENCE**

To receive apologies for absence and vote to accept them.

 **2) DECLARATIONS OF INTEREST**To make any declarations of interests relating to items on the agenda.
 **3) PUBLIC CONSULTATION**15 minute slot for members of the public.
 **4) MINUTES OF THE LAST MEETING**To approve as a correct record the minutes of the Council meeting held on 13th March 2024.

**5) CLERKS REPORT**To note the written/verbal report of the last month. **6) PLANNING**

1. At the time of printing the agenda there were no planning applications for consideration. Should there be an application included in the weekly list dated 12th April, this will be considered.
2. To note the following planning applications for which EFDC do not accept comment:

|  |  |  |
| --- | --- | --- |
| EPF/0525/24 | 2, Turners Court, Lambourne, Romford, RM4 1UQ | Application for approval of details reserved by condition 3 'Tree Protection/Arboricultural Method Statement' and condition 4 'Foundation Details' on planning permission EPF/2302/23 (Single storey outbuilding for use as a shed for the dwellinghouse) |

**7) REPORT FROM DISTRICT AND COUNTY COUNCILLORS**

To note any report from District or County Councillors.

**8) HIGHWAYS REPORT**

To consider any new Highway issues, and agree what action to take if necessary.

**9) NEW PARISH COUNCILLORS**

To consider any new potential Councillors and vote on co-option if appropriate.

**10) ANNUAL MEETING OF THE ELECTORATE**.Update on the Annual Meeting of the Electorate, known at the Parish AGM, scheduled for 15th May 2024. **11) PLAYGROUND UPDATE**To update on playground inspection date.

**12) COUNCIL INSURANCE**

To consider the Parish Councils insurance, and which provider to use. The current provider is Zurich.

**13) LONDON ROAD**

To discuss ideas for traffic calming on London Road and to vote on a way forward.

**14) DIGITAL SWITCH**

To discuss the changeover from analogue to digital phone lines and how to publicise this.

**15) 80th ANNIVERSARY OF D DAY**

To discuss the 80th anniversary of D Day and what the Parish Council can do to celebrate.

**16) BANK ACCOUNT**

To discuss using online banking and Barclays app.

**17)** **REPORT OF RESPONSIBLE FINANCIAL OFFICER**

a) To authorise payment of cheques listed on RFO Report

b) To note Bank Reconciliation

18) INFORMATION EXCHANGE
For Councillors to raise any issues to be considered for the next meeting.

19) DATE OF NEXT MEETING

Annual Meeting of the Parish Council - Wednesday 15th May 2024 – Meeting in the Abridge Village Hall

20) STAFFING MATTER

In the event that the agenda contains a matter which may require exclusion of the public and press under the Public Bodies (Admission to Meetings) Act 1960, the Council may by resolution exclude the public and press from the meeting by reason of the confidential nature of the business to be transacted, or for other special reasons stated in the resolution and arising from the nature of that business or of the proceedings, and where such a resolution is passed, the Act shall not require the meeting to be open to the public during proceedings to which the resolution applies. Councillors are asked to consider the following motion to exclude the public and press:

**Motion: To exclude the public and press for reasons of confidentiality and data protection relating to the follow matters:**

1. To formally accept the outcome of a grievance made by the Clerk
2. To consider the recruitment of a Clerk / Proper Officer / RFO for the Council

21) CLOSE OF MEETING