

The Keene Hall, Watchouse Road, Galleywood, Chelmsford CM2 8PT

You are hereby summoned to attend a meeting of **Galleywood Parish Council** in the Lodge Room, Keene Hall, Watchouse Road, Galleywood CM2 8PT on **THURSDAY 21 March 2024** at 7.00pm for the purpose of transacting the following business.

K Wilde

Mrs Kelly Wilde
Clerk to Galleywood Parish Council
14 March 2024

Councillors: R Hyland, A McQuiggan, G Bonnett, N Paul, J Potter, G Smith, C Shreeve, S Troop (Chairman), B Woolward

COUNCIL A G E N D A

This meeting will be recorded.

FC24-733 Apologies for Absence

To receive and approve apologies and reasons for absence.

FC24-734 Declaring of Interests and Dispensations

Declaration of any 'disclosable pecuniary' interests, other pecuniary or non-pecuniary interests relating to items on the agenda in accordance with the Code of Conduct.

FC24-735 Public Participation Session with respect to items on the agenda

In accordance with Standing Order 3.e. to allow up to 15 minutes for public speaking.

FC24-736 Confirmation of Minutes

(herewith)

To agree and sign the minutes of the meeting held on 15 February 2024 as a true and accurate account of the proceedings of the meeting.

FC24-737 Clerk's Report

(herewith)

To note the Clerk's report.

FC24-738 Essex County Council and Chelmsford City Council Report

(to follow)

To receive reports from County and City Councillors on matters of interest to Galleywood.

FC24-739 Reports from Representatives on Outside Bodies

(to follow)

- a. The Keene Hall – Councillors McQuiggan, Paul, Shreeve and Troop
- b. Galleywood Heritage Centre – Councillors Paul, Troop and Woolward
- c. Saturday Councillor surgery 24 February – Councillors Paul and Shreeve

FC24-740 Committee, Sub Committee and Working Party Meetings

(herewith)

To note the following meetings have been held and draft minutes have been circulated to all members.

- a. Planning and Highways Committee 6 February 2024
- b. Personnel Meeting 15 February 2024

- c Youth Club Sub Committee 5 March 2024
- d Planning and Highways Committee 5 March 2024

- FC24-741 Public Conveniences (herewith)**
Members to note that a fire has taken place within one of the toilets, and to consider if additional deep cleaning should take place as noted below:
- a. One off visit to clean residue smoke, together with walls, floors and pans, at a cost of £210. (work can take place week commencing 25 March 2024).
 - b. Annually, two cleaning visits a year (Oct and March) to deep clean the public toilet block at Watchhouse shops (walls, floors and pans) at a cost of £210 per visit.
- FC24-742 Annual Parish Meeting**
To consider and resolve costs for photographic competition prizes.
- FC24-743 D-Day commemoration (herewith)**
To consider and resolve costs for :
- a. the purchase of a Lamp Light of Peace
 - b. the purchase of refreshments
 - c. to note preliminary schedule
- FC24-744 The Spinney – TEG**
To consider and resolve the recommendation made by the Planning committee on 05 March 2024, minute number PH24-532, to allocate £150 to TEG to allow for an inspection to be conducted in May 2024 and findings to be reported back to the Planning committee on 02 June 2024.
- FC24-745 YMCA (herewith)**
To consider and resolve the Service Level Agreement for 2024/2025.
- FC24-746 Policies (to follow)**
To review and resolve the following:
- a. Document Retention and Disposal.

The next Council Meeting is on:
Thursday 18 April 2024 at 7pm