

Members of the Council are hereby summoned to attend a **Council Meeting** on **21 November 2024** at 7.00pm in Lodge Room, The Keene Hall, Watchouse Road, Galleywood CM2 8PT for the purpose of transacting the following business. Members of the press and public are welcome to attend.

K Wilde  
Mrs Kelly Wilde  
Clerk to Galleywood Parish Council  
14 November 2024

Councillors: G Bonnett, A McQuiggan, N Paul, J Potter, C Shreeve, S Troop (Chairman),  
J Turkentine and B Woolward.

## **COUNCIL AGENDA**

**This meeting will be recorded.**

- FC24-830 Apologies for Absence**  
To receive and approve apologies and reasons for absence.
- FC24-831 Declaring of Interests and Dispensations**  
Members must not participate in any discussion on the matter in which they have declared a Disclosable Pecuniary Interest or other Pecuniary Interest.
- FC24-832 Confirmation of Minutes** (herewith)  
To agree and sign the minutes of the meeting held on 19 September 2024.
- FC24-833 Public Participation Session with respect to items on the agenda**  
To allow up to 15 minutes for members of the public to make representations.
- FC24-834 Resignation** (herewith)  
Members to note the resignation of Cllr Smith. A notice of a Councillor vacancy has been advertised on noticeboards and social media.
- FC24-835 Meetings** (herewith)  
To note the following meeting(s) have been held and draft minutes have been circulated:
- a. Planning and Highways Committee – 1 October 2024.
  - b. Finance and Resources Committee – 3 October 2024.
  - c. Personnel Committee – 8 October 2024.
  - d. Planning and Highways Committee – 5 November 2024.
- FC24-836 Reports**
- To receive reports from:
  - a. The Clerk (herewith)
  - b. Essex County Councillor and Chelmsford City Councillors (to follow)
  - c. Representatives from The Keene Hall and Galleywood Heritage Centre (to follow)
  - d. Councillor Surgeries (herewith)

- FC24-837 Appointment of Members for Committees**  
To consider appointing on the following vacancies due to the resignation of Cllr Smith:
- a. Planning and Highways Committee – 1 vacancy
  - b. Youth Club Sub Committee – 1 Vacancy
- FC24-838 Meetings Schedule** (herewith)  
To consider and approve the Council meetings schedule as received.
- FC24-839 Website** (herewith)  
To consider and resolve the report provided.
- FC24-840 Personnel**  
To consider a recommendation made by the Personnel committee at their meeting held on 8 October 2024, to award all staff a £50 Christmas bonus in 2024.
- FC24-841 Local Council Award Scheme** (herewith)  
To consider and resolve the report provided.
- FC24-842 Bus Shelters** (herewith)  
To consider and resolve the report provided.
- FC24-843 Civility and Respect** (herewith)  
To review and resolve to sign the pledge.
- FC24-844 Policy Reviews** (herewith)  
To review and resolve to adopt:
- a. Safeguarding Policy (No amendments)
  - b. Grievance Policy (amendments)
  - c. Scheme of Delegation (amendments)
  - d. Equality and Diversity Policy (New)
  - e. Dignity at Work Policy (New)

The next Council Meeting is on Thursday 19 December 2024 at 7pm