

Members of the Council are hereby summoned to attend a **Council Meeting** on 20 February 2025 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
13 February 2025

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

COUNCIL AGENDA

This meeting will be recorded.

FC25-858 Apologies for Absence

To receive and approve apologies and reasons for absence.

FC25-859 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.

FC25-860 Confirmation of Minutes

(herewith)

To agree and sign the minutes of the meeting held on 19 December 2024.

FC25-861 Public Participation Session with respect to items on the agenda

To allow up to 15 minutes for members of the public to make representations.

FC25-862 Meetings

(herewith)

To note the following meeting(s) have been held and draft minutes have been circulated:

- a. Planning and Highways Committee – 7 January 2025.
- b. Personnel Committee – 14 January 2025.
- c. Finance and Resources Committee – 23 January 2025
- d. YMCA Sub Committee – 4 February 2025
- e. Planning and Highways Committee – 4 February 2025

FC25-863 The Spinney

(herewith)

To consider and resolve the report provided.

FC25-864 Reports

To receive reports from:

- a. The Clerk
- b. Essex County Councillor and Chelmsford City Councillors
- c. Representatives from Outside Bodies
- d. Saturday Surgery – Cllr McQuiggan and Cllr Bonnett

(herewith)
(to follow)
(to follow)
(to follow)

- FC25-865 Grass Cutting Contract (herewith)**
To consider and resolve the three-year contract for grass cutting at Twitten Green and Pipers Tye.
A tender specification was advertised on the Parish Council's website, noticeboard and social media. Deadline: Friday 31 January 2025. Three tenders were received.
- FC25-866 YMCA (herewith)**
To consider the recommendation made by YCSC and resolve the Service Level Agreement for 2025/2026.
- FC25-867 Events**
To discuss and consider if a Galleywood Showcase event will take place in 2025 and associated budget, if considered.
Members to note in 2024, 15 stall holders attended, of which, 5 gave positive feedback. Approximately 20 visitors attended.
- FC25-868 Dog Bins**
To consider a recommendation made by Planning and Highways to purchase two additional bins adjacent to current ones, at The Common carpark and Horse and Groom Pub. Costs would be met by CIL funds. It had been noted that future liabilities or on costs would be met by CCC and not the Parish Council.
- FC25-869 St Michaels Junior School (herewith)**
To discuss and consider report provided.
- FC25-870 Website (herewith)**
Members to consider report provided.
- FC25-871 Appointment of Members for committees and outside bodies**
To consider appointing on the following vacancies:
a. Finance and Resources Committee – 1 vacancy
b. Keene Hall Trustees - 1 vacancy
Members to note that St Michaels Junior School no longer require a Councillor representative.
- FC25-872 Personnel**
To consider the recommendation made by the Personnel committee:
a. to make the Clerks flexible working contract permanent, minute number PERS25-128b
b. to budget and purchase a cleaner's trolley to aid Village attendant **(herewith)**
- FC25-873 Policy Reviews (to follow)**
To review and resolve to adopt:
a. Biodiversity Policy (New)
b. Accessibility Statement

The next Council Meeting is on Thursday 17 April 2025 at 7pm