



Chairman Dr Nic Cooper

Dear Councillor

NOTICE OF MEETING

I HEREBY GIVE YOU NOTICE THAT YOU ARE SUMMONED TO ATTEND an Ordinary Meeting of the Little Baddow Parish Council which will be held at The Memorial Hall, Little Baddow on **Thursday the 10th day of January, 2019 at 7:00pm.**

G Harris (Parish Clerk)
January 4th, 2019

AGENDA

7:00 pm Update on superfast broadband for the village presented by Essex County Council

7:30pm Parish Council Meeting

1. Apologies for Absence
2. Declaration of Interests
3. To approve the minutes of the December 6th, 2018 meeting
4. Matters from Prior Meetings (for information)
5. Public Question Time
6. Development in the Village
 - 18/01833/FUL Karaibu, Woodside
7. To Receive Correspondence
 - Resident: Damaged bridge on bridleway 34
 - ECC: Library Services Consultation (Drop in sessions)
 - ECC: Local Bus Consultation
 - RCCE: Village of the year 2019
 - Resident: Objection to development of Mushroom Farm
 - Resident: Repayment of Loan for Poppies
 - Highways Rep: Follow up on Paper Mill Lock
 - RCCE: Essex Community Foundation Grants
8. Payment of Accounts (Parish Clerk)
 - Agree expenditure items for December
9. Memorial Hall (Cllr Cooper)
 - Update on Caretaker/Cleaner/Booking positions
 - Agree next steps w/r to legionella inspection/prevention
 - Agree expense for new storage area
10. Parish Assembly (Cllr Cooper)

Little Baddow Parish Council
The Memorial Hall, North Hill, Little Baddow, Chelmsford, Essex CM3 4TA
Parish Clerk Graham Harris

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- Agree date (15th May proposed)
11. Spring Newsletter (Cllr Cooper/All)
 - Agree final content
(Include invitation to Parish Assembly)
 - Agree publication date w/r to Assembly date of 15th May
 - Agree expense for publication (£726 2018)
12. Standing Orders (Clerk)
 - Review amendment to article 18 – “Financial controls and Procurement” in line with NALC model and LB Financial Regs.
13. GDPR (Clerk)
 - Review statement and privacy notice
 - Review document retention policy
14. Handyman (Cllrs Cooper/Irvine)
 - Agree rate of pay, job spec and Cllr responsibilities
 - Update on candidates
15. Elections (Clerk)
 - Advertising for new Cllrs
 - Public awareness
16. Bank account verification (Cllr Ginn)
 - Assign a Cllr to review on quarterly basis
17. Grass cutting contract
 - Agree to renew annual contract with Skippers
18. Information Items
19. Date of Next Meeting: **Thursday February 7th, 2019**