



Village Hall
York Road
Earls Colne
CO6 2RN

9th September 2025

To: Members of Earls Colne Parish Council

You are hereby summoned to attend

**THE PARISH COUNCIL MEETING
TO BE HELD AT THE VILLAGE HALL (SMALL HALL)
ON THURSDAY 18TH SEPTEMBER 2025 AT 7.30 PM**

for the purpose of transacting the following business

S Gaeta

Clerk to the Council

AGENDA

- 1. Apologies for Absence**
- 2. Minutes of the Parish Council Meetings** held on 21st May, 17th July and 7th August 2025 to be taken as read and signed as a correct record by the Chairman.
- 3. Co-option**
To consider the co-option of two councillors from the applications received.
- 4. Declarations of Interest (existence and nature)** with regards to items on the Agenda. Councillors are reminded that the code of conduct provides that should they have a disclosable pecuniary interest in any matter under discussion, they should speak only in the public session, then withdraw from the room and not seek to influence a decision about the matter.
- 5. Essex County Councillor Update**
- 6. Braintree District Councillor Update**
- 7. Chairman's Update**
- 8. Public Participation session** with respect to items on the Agenda and other matters that are of mutual interest.
3 minutes per person; 15 minutes max
- 9. Appointment of Vice Chairman**
To elect a Vice Chairman.
- 10. Finance and Internal Control**
(a) To resolve from 18th September 2025 until the next relevant Annual Meeting of the Council, that having met the conditions of eligibility as defined in the Localism Act 2011 and SI 965 The

Parish Councils (General Power of Competence) (Prescribed Conditions) Order 2012, to adopt the General Power of Competence. [SLCC | The General Power of Competence \(GPC\) England](#)

- (b) To review and adopt the Financial Regulations 2025.
- (c) To review and adopt the Communications Policy 2025.
- (d) To consider and approve the Clerk/RFO applying for a Unity Trust Bank corporate multi-pay card, to facilitate online purchases in accordance with Financial Regulations.
- (e) To consider the continuation of membership with the Rural Community Council of Essex (RCCE) at a cost of £102 + VAT.
- (f) To consider grant requests from: (i) WI for planting (up to £200) and (ii) Heritage Museum.
- (g) To consider an estimate for works on the Church clock at a cost of £1460 + VAT.

11. Committees and Member Nominations

- (a) To appoint a Personnel Committee and approve the Terms of Reference.
- (b) To appoint a Finance and Internal Controls Committee and approve the Terms of Reference.
- (c) To appoint members to oversight roles.
- (d) To appoint members to external bodies.
- (e) To discuss and agree in principal to allocating 'environment zones' to individual councillors.

12. Village and Environment

- (a) To approve the revised plans/boundary for the area of open space to be transferred to the Parish Council at Station Road.
- (b) To discuss and decide whether to actively support 'Autism Inclusive Earls Colne'.
- (c) To discuss and decide whether to organise and host a Cuppa With the Council/Fundraiser Brew For the Crew Event in October.
- (d) To discuss and decide whether to support the Heritage Museum in its National Lottery grant funding application.

13. Health and Safety

- (a) To receive an update on health and safety matters.
- (b) To agree for Councillor Wall to attend 'Managing Safely' training at a cost of £495.

14. Village Hall

To identify the village hall windows to be included in the replacement project.

15. Accounts for Payment

To approve the accounts for payment.

16. Meeting Schedule

To review and agree the future scheduling of full council meetings, from October 2025 onwards, to accommodate village hall availability.

17. General Information

To receive any brief notices or reminders from Councillors or the Clerk. No decisions will be made under this item.