



Village Hall
York Road
Earls Colne
CO6 2RN

16th October 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 (LARGE HALL)
ON TUESDAY 21ST OCTOBER 2025 AT 7.00 PM**

for the purpose of transacting the following business

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Clerk to the Council

A G E N D A

- 1. Apologies for Absence**
- 2. Minutes of the Parish Council Meetings** held on 18th and 30th September 2025 to be taken as read and signed as a correct record by the Chairman.
- 3. 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.
- 4. Essex County Councillor Update**
To receive an update from Councillor Siddall.
- 5. Braintree District Councillor Update**
To receive an update from Councillor Spray.
- 6. Chairman's Update**
To receive an update from the Chairman.
- 7. 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
- 8. Clerk's Report**
To receive an update on actions.
- 9. Finance and Internal Control**
(a) To appoint two further bank signatories.

- (b) To grant permission for the RFO to set up Direct Debits for Ernest Doe and Sons (for purchases on account) and SSE (streetlighting electricity supply).
- (c) To provide a discretionary grant of £500 to the Twinning Association and agree some use of the Village Hall to assist and fund the twinning visit in 2026.
- (d) To adopt the amended Standing Orders.

10. Planning

To consider the following planning applications:

- (a) **25/02254/FUL** – Conversion of existing public house into two residential units and erection of one new-build dwelling within the rear garden/parking area, with associated parking at The Castle Public House, 77 High Street.
- (b) **25/01933/FUL** – Erection of woodchip and log store, with storage for agricultural vehicle and machinery as well as office space at Land East of Coggeshall Road.
- (c) **25/02219/FUL** – Installation of ground anchors to secure inflatable seasonal air dome with associated infrastructure and ancillary facilities at The Essex Golf and Leisure Club, The Airfield.
- (d) **25/02258/FUL** – Retention of an extension to existing farm building at Land South of Claypits Farm, Coggeshall Road.

11. Village and Environment

- (a) To appoint a Village Planting Committee and agree Terms of Reference.
- (b) To agree to fund the refurbishment of the telephone box on the large green, up to £300.
- (c) To agree to work with Earls Colne Heritage Museum to adopt the telephone box close to Drapers Hotel.
- (d) To approve the replacement of a streetlight column in Dudley Close at a cost of £1,995 + VAT.
- (e) To support the Earls Colne Heritage Museum project to create a waymarked history trail.

12. Health and Safety

To receive an update on health and safety matters.

13. Village Hall

- (a) To identify the village hall windows to be included in the replacement project, if sufficient information is available at the time of the meeting.
- (b) To agree to hold the proposed Christmas events and confirm the budget.
- (c) To prevent vehicles leaving their engines idling in the Village Hall car park by placing notices to this effect.
- (d) To form a working group to operate the Community Warm Hub, should the lottery funding be granted.
- (e) To form a working group to investigate the possibility of operating a 'Millwright's Café' on alternate Fridays in the small hall.

14. Accounts for Payment

To approve the accounts for payment.

15. General Information

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

16. Confidential Matters

- (a) **Motion:** Under the Public Bodies (Admissions to Meetings) Act 1960 S.1(2), the Parish Council to exclude members of the press and public for the duration of this meeting to consider the following confidential items.
- (b) To consider supporting a nomination for a service recognition award.
- (c) To consider the appointment of permanent Clerk and RFO, and to consider the proposal outlined in the Agenda Report - Staffing Chambers.