LAYER DE LA HAYE **PARISH COUNCIL**

NOTICE OF PARISH COUNCIL MEETING

Members are duly summonsed to attend

MONDAY 9th NOVEMBER 2026, LAYER VILLAGE HALL, 7:30pm

Clerk and Responsible Financial Officer: Mark Large

2627/084 APOLOGIES - RECEIVE and **APPROVE** apologies for absence

2627/085 DECLARATIONS OF INTEREST - RECEIVE declarations of interest relating to the agenda, **NOTE** decisions of requests for dispensation relating to the agenda

2627/086 PUBLIC PARTICIPATION *(not exceeding 15 minutes, individuals can speak for 3 minutes each)*

a. **RECEIVE** reports from City Councillors
b. **RECEIVE** public comments relating to the agenda or matters for future consideration

2627/087 MINUTES (previously circulated)

a. **APPROVE** minutes of the previous meeting – for signature by the Chair (minutes of the previous Personnel & Finance Approval Committees Meeting received by email where appropriate)

2627/088 GOVERNANCE

- **CONSIDER** and **RESOLVE** to **APPROVE** recommendations of the Personnel Committee (if held)
- **CONSIDER** and **RESOLVE** to **APPROVE** recommendations of the Finance Approval Committee
- Risk Register review - **CONSIDER** then formulate any resolution deemed necessary, along with any further actions
- **RESOLVE** to **APPROVE** the addition of £700.00 to the legal budget line caused by an invoice from Ellisons to the value of £858.00 plus VAT, and the pending invoice from Strutt and Parker for legal fees concerned with the renewal of the Heatherfields Lease estimated to be £1,665 plus VAT, our share being 50% - £832.50 (the contract says we must cover 50% of the cost).
- Budget setting – review latest draft (aim for full PC approval at December meeting)
- **RESOLVE** to **APPROVE** the following policies:
    - Communications Policy
    - Document retention and Disposal Policy

2627/089 PLANNING

a. 261661 - Land west of, The Folley, Layer De La Haye Colchester - Outline planning permission for the construction of up to 52 dwellings, with access to be considered and all other matters reserved. Consultation close date 3/11/26 – so comment made after consulting all councillors.

2627/090 FINANCE

a. **RECEIVE** update from Clerk & RFO/Chair Finance Approval Committee

2627/091 PARISH MATTERS – for each item, discuss and formulate any resolution deemed necessary, along with any further actions

a. Recreation Ground Tender
b. Village Hall Roof Procurement – procurement decision
c. Other s106 updates
d. Appointment of Internal Auditor and confirmation of independence
e. Potential for a village summer fete
f. Renewal of Heatherfields Lease
g. Sewage smell from entrance to Denbury site

h. Anti-social driving update
i. CALC Meeting update (if any)
j. Multi Sports Court/Allotments Lease - progress update from Clerk & RFO
k. Bookings responsibility for multi-sports courts and allotments
l. Councillor vacancy
m. PlayQuip Inspection

2627/092 CLERK & RFO REPORT

a. Correspondence received/sent
b. **REVIEW** action tracker

2627/093 BRIEF REPORTS OF MEMBERS – matters for forthcoming agenda

2627/094 RESOLVE pursuant to s1(2) Public Bodied Act 1960 for the public and press to leave the meeting due to the confidential nature of the business to be transacted.

2627/095 Parish confidential matters - discuss and formulate any resolution deemed necessary, along with any further actions

2627/096 NEXT MEETING - 14th December 2026 19:30