



Danbury Parish Council

Parish Office Old School House, Main Road, Danbury, Essex, CM3 4NQ

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19 March 2025

Dear Councillors

In accordance with the Local Government Act (LGA) 1972, Sch 12, paras 10 (2)(b) you are summonsed to attend a Parish Council meeting of the Danbury Parish Council. The meeting will be held at the Parish Office on **Wednesday 26 March 2025 commencing at 7.30 pm.**

Yours sincerely

Michelle Harper

Michelle Harper
Clerk to Danbury Parish Council

Distribution: Members of Danbury Parish Council as follows:

Councillors J Armstrong, S Berlyn, A Chapman, G Chapman, P Churchouse, B Hallett, M Hensing, A Keeler, L Naggs, N Orange, U Rasiule and P Sutton

AGENDA

24/25.110 Apologies for absence

24/25.111 Declarations of Interest

Members are required to declare any personal or prejudicial interests they know they may have in items of business on the meeting's agenda. They are reminded that they will need to repeat their declaration at the appropriate point in the meeting and leave the room if the interest is a prejudicial one. Unforeseen interests must be declared similarly at the appropriate time..

24/25.112 Public Participation

Members of the public are invited to address the Council, give their views and question the Council on issues on this agenda, or raise issues for future consideration (at the discretion of the Chairman). Members of the public may not take part in the Council meeting itself. At the close of this item members of the public will no longer be permitted to address the Council unless invited to do so by the Chairman. The session will last for a maximum of 15 minutes with any individual contribution lasting a maximum of 5 minutes. Members of the public should address their representation through the Chairman of the meeting.

24/25.113 To approve Minutes of the EO Parish Council meeting held 24 February 2025

To approve the minutes of the EO Parish Council meeting held 24 February 2025

24/25.114 Reports from Committees

24/25.114.1 Community Engagement

To note the minutes of the last meeting as published and receive an update from the Chairman

24/25.114.2 Environment Committee

To note the minutes of the last meeting as published and receive an update from the Chairman

24/25.114.3 Facilities Committee

To note the minutes of the last meeting as published and receive an update from the Chairman

24/25.114.4 Health & Wellbeing Committee

To note the minutes of the last meeting as published and receive an update from the Chairman

24/25.114.5 Leisure Centre Committee

To note the minutes of the last meeting as published and receive an update from the Chairman

24/25.114.6 Planning Committee

24/25.114.6.1 To note the minutes of the last meeting as published and receive an update from the Chairman

24/25.114.6.2 To receive an update on the actions relating to Hammonds Farm

24/25.114.6.3 To consider extending the Neighbourhood Plan website and domain for the following costs:

Weebly Web site:	Domain Renewals:
1 month £13	1 year £13
12 months £90	2 years £22
24 months £129.12	5 years £49

24/25.114.7 Resources Committee

24/25.114.7.1 To note the minutes of the last meeting and receive an update from the Chairman

24/25.114.7.2 To consider and approve the following policies

- Statement of Internal Control (Appendix 1)
- Investment Strategy (Appendix 2)
- Adequate and Effective Systems of Internal Audit (Appendix 3)
- Reserves Policy (Appendix 4)

- Standing Orders (Appendix 5)
- Financial Regulations (Appendix 6)
- Risk Management Scheme (Appendix 7)

24/25.115.7.3 To consider a proposed revised committee structure

24/25.115 Donation Money Projects

To receive an update on the projects and consider actions to be taken (Appendix 8)

24/25.116 Automated Traffic Count for Woodhill Road/Bicknacre Road

To consider whether the Parish Council wishes to contribute £1,472.80 towards the cost of four automated traffic counts on Woodhill Road/Bicknacre Road in order that driver behaviour since the last count in 2016 can be observed allowing Essex Highways to review suitable measures to reduce speeding

24/25.117 Greater Essex Devolution Consultation

To consider whether the Parish Council wishes to respond to Greater Essex Devolution Consultation which ends on 13 April

24/25.118 Beaumont Road

To note that Cllr Spence is speaking with a resident regarding issues in Beaumont Road and has asked the Parish Council to assist in reopening the lines of communication with Danbury Park School in relation to a School Travel Plan

24/25.119 Reports from Village Organisations

Members to report if they have attended any meetings on behalf of the Parish Council or any information regarding Village Organisations.

24/25.120 Community Engagement

To advise any issues raised that Members believe should be communicated to the village

24/25.121 Matters for Report (for information only)

To note information

24/25.122 Dates of next meeting

Wednesday 7 May 2025 at 7.30pm