

## DEBDEN PARISH COUNCIL

To: All Debden Parish Councillors

### NOTICE OF MEETING

You are summoned to a Meeting of Debden Parish Council which will take place on Wednesday, 28th July, 2021 at 8.00pm in the Village Hall.

C. Griffin  
23rd July, 2021

Please note that this is a meeting of the Parish Council at which important items of business are conducted. The public are welcome to attend to observe the proceedings. There is a public participation session on every agenda where we invite members of the public to raise questions on items which appear on the agenda. The Council is not obliged to answer questions but will endeavour to do so, where possible.

### AGENDA

- 21/489 Apologies for absence.
- 21/490 Disclosure of Interests.  
To receive disclosures of pecuniary and non-pecuniary interests in items on the agenda.
- 21/491 Public participation session (15 minutes available if required).  
*Members of the public are permitted to make representations, and give evidence in respect of any item of business included on the agenda and other matters of interest.*  
**If members of the public would like to submit questions, these should be sent to [pcclerk@debden.org](mailto:pcclerk@debden.org) by 10.00pm on Monday, 26<sup>th</sup> July, 2021.**
- 21/492 To approve and authorise the Chairman to sign the Minutes of the Meeting of the Council held on 30<sup>th</sup> June, 2021.
- 21/493 To discuss planning applications received and receive an update on outcomes and any other planning matters.  
UTT/21/2144/FUL Okefield, Debden Green  
Proposed erection of one dwelling  
UTT/21/2164/HHF 55, Wash Cottages, Thaxted Road  
Replacement garage  
UTT/21/2283/OP Land at Roothers Farm, Debden Green  
Outline application with all matters reserved for 2 dwellings (Class C3), parking, landscaping and all associated development.  
UTT/21/2315/HHF Weffells, 2 Newhouser Farm Cottages  
Erection of single storey rear garden store extension to the existing garage..
- 21/494 To receive an update on the Pavilion and approve invoice for £360 from Plaiter Claiborne for preparing the final drawings of the pavilion ready for submission to UDC Planning.

- 21/495 To receive report from the Parish Clerk, circulated prior to the meeting.
- 21/496 To review members roles and responsibilities.
- 21/497 Internal Auditor's Report:
- To discuss the findings of the audit and agree an action plan to address the issues raised.
  - To discuss the audit arrangements for 2021/22
  - To consider the invoice received from the Internal Auditor and reach agreement as to how to proceed
- 21/498 To discuss quotations received for installing new playground equipment and approve quotation and agree arrangements for its installation.
- 21/499 To note and consider the notification received from the ICO , FOI request IC-55709-P7D0. Despite the request being researched and addressed, the Case Officer is taking advice internally and may need to issue an Information Notice (IN). An IN will instruct the Council to answer the investigation questions, failure to respond means that the Commissioner may take action via the courts.
- 21/500 To finalise wording and approve printing costs of letter to residents of Debden Green regarding a speed limit.
- 21/501 To approve PC fact sheet and quotation for printing, to be distributed throughout the village.
- 21/502 To discuss and agree arrangements for maintenance of the War Memorial at the end of the runway at Carver Barracks.
- 21/503 To review the Council's insurance policy, due for renewal on 1<sup>st</sup> October 2021.
- 21/504 To consider taking part in the Queen's Platinum Jubilee Celebrations in June 2022.
- 21/505 To approve the payment schedule, circulated prior the meeting.
- 21/506 To receive reports from District and County Councillor.
- 21/507 To discuss any Urgent matters of interest to the Parish.
- 21/508 Items for next agenda.
- 21/509 Date of next meeting.

