

Notice of Parish Council Meeting on 2nd April 2026
Meeting of Elmstead Parish Council
Community Centre, School Road, Elmstead Market, CO7 7ET

To: Members of Elmstead Parish Council

You are hereby summoned to attend a Meeting of Elmstead Parish Council to be held at the
Community Centre, School Road, Elmstead on Thursday 2nd April 2026 at 7.00pm

The press and members of the public are cordially invited to attend.

Agenda

26/073 Chairman's welcome and notifications.

26/074 Apologies for Absence.

26/075 Declaration of Pecuniary Interests and Personal Interests.

26/076 Approval and signing of the minutes from 5th March 2026.

26/077 To receive an update about the progress of resolutions from the meetings above not covered in this agenda.

26/078 Public Speaking

There is a maximum of 15 minutes of public speaking, with a maximum of 5 minutes per member of public.

During the public speaking: Members of the public and guests can address the Council on matters presented on the publicised agenda. Council can only take decisions on agenda items. Matters raised that are not on the agenda can be carried forward for a response at a later date.

After the public forum: Members of the public are asked to respect that this is a meeting to conduct council business and interruptions during the remainder of the meeting are not permitted, unless specifically invited to speak.

26/079 County Councillor report.

26/080 District Councillor report.

26/081 Planning

- i) A report from the planning committee meeting held on 19th March 2026.
- ii) Any other updates?

26/082 Estates

- i) Allotments. Any updates?
- ii) North Green. Any update on a replacement tree. To discuss sponsorship to potentially cover the costs of the new tree/s, the Christmas lights and the Christmas tree.
- iii) Parking at the bottom of Church Road, near the junction.

26/083 Events

- i) Wednesday hub.
- ii) Opening of crossing.
- iii) Any other event updates?

26/084 Finance.

- i) To look through the finance report and approve payments. See appendix 1.
- ii) An update on banking (accounts and deposits).
- iii) Income generation – to consider a working party to bring suggestions back to the council.

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26/085 Playing Field
Any updates?

26/086 Council vacancies and community engagement

- i) To consider communications with residents to improve engagement. To consider a monthly social media/website update from the meetings. To consider a periodic newsletter.
- ii) How to fill council vacancies.

26/087 New Community Centre and Open Space land.

- i) An update from the committee meeting held on 11th March.
- ii) A general update on the phasing of works.
- iii) Biodiversity net gain planning condition.
- iv) Funding. Ideas for additional fundraising.
- v) Any other updates.
- vi) To discuss timing for meetings for upcoming decisions.

26/088 Exclusion of press and public for private and confidential matters under Public Bodies (Admission to Meetings) Act 1960 s.1(2) as publicity would be prejudicial to the public interest because of the confidential nature of the business to be transacted for items 26/089 and 26/090.

26/089 New Community Centre.

To hear an update on Phase 1 costs and work that can be included. To discuss the contract required.

26/090 Staff salaries and contracts

- i) To consider the recommendation of the Personnel Committees following on from the staff appraisals with respect to the handyman's salary for the year 2026/27.
- ii) To consider the recommendation of the Personnel Committees following on from the staff appraisals with respect to the clerk's salary for the year 2026/27.

26/091 Items for the next agenda or for information only.

26/092 Date of next meeting

Due to the community centre being used as a polling station on 7th May an alternative date will need to be agreed for the May meeting.

Signed: A Baxter Clerk to the Council. Dated: 29th April 2026