

Notice of Parish Council Meeting on 6th November 2025
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 the Annual Meeting of Elmstead Parish Council to be held at the Community Centre, School Road, Elmstead on Thursday 6th November 2025 at 7.00pm

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

Agenda

- 25/188 Chairman's welcome and notifications.**
- 25/189 Apologies for Absence.**
- 25/190 Declaration of Pecuniary Interests and Personal Interests.**
- 25/191 Approval and signing of the minutes from 2nd October 2025.**
- 25/192 To receive an update about the progress of resolutions from the meeting above not covered in this agenda.**
- 25/193 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.
- 25/194 County Councillor report.**
- 25/195 District Councillor report.**
- 25/196 New Community Centre and Open Space land.**
i) An update on the tender.
ii) To review a decision matrix for the tender. To decide the process for completing the matrix and achieving a score.
iii) To discuss timing for meetings for upcoming decisions.
iv) Survey results. To review a summary for publication.
v) Funding. To review an application to the National Lottery.
vi) Timing of s106 drawdown requests to TDC.
vii) Any other updates.
- 25/197 Colchester Road Crossing**
Any updates?
- 25/198 Allotments.**
Any updates?

Notice of Parish Council Meeting on 6th November 2025
Meeting of Elmstead Parish Council
Community Centre, School Road, Elmstead Market, CO7 7ET

- 25/199 Finance.**
i) To look through the finance report and approve payments. See appendix 1.
ii) An update on banking (accounts and deposits).
- 25/200 Finance Committee**
i) A report from the Finance Committee meeting of 21st October.
ii) To discuss Dene Park.
iii) To discuss appointing a grounds contractor for 2026 to assist with the handyman's duties.
- 25/201 Events**
i) Wednesday hub.
ii) A report from the Halloween event.
iii) Christmas.
Any other event updates?
- 25/202 IT policy**
This is a required policy. To review.
- 25/203 Items for the next agenda or for information only.**
- 25/204 Date of next meeting**
4th December 2025.

Signed: A Baxter Clerk to the Council. Dated: Sunday 2nd November 2025