

**Notice of Parish Council Meeting on 9<sup>th</sup> October 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 9<sup>th</sup> October 2025 at 7.00pm

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

**Agenda**

**25/166 Chairman's welcome and notifications.**

**25/167 Apologies for Absence.**

**25/168 Declaration of Pecuniary Interests and Personal Interests.**

**25/169 Approval and signing of the minutes from 4<sup>th</sup> September 2025.**

**25/170 To receive an update about the progress of resolutions from the meeting above not covered in this agenda.**

**25/171 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.

**25/172 County Councillor report.**

**25/173 District Councillor report.**

**25/174 New Community Centre and Open Space land.**

- i) A report from the committee meeting of 25<sup>th</sup> September 2025.
- ii) The tender documents have previously been received and circulated. Any additional comments? Can they be approved for use?
- iii) Introduction to the tender.
- iv) Decision matrix for the tender.
- v) Survey results.
- vi) Funding.
- vii) Any other updates.

**25/175 Charity Field.**

- i) To consider signage to limit usage to approved usage.
- ii) To consider changing the surface of the pathway.
- iii) To consider planting.
- iv) To consider any other works required.
- v) To consider the location of the dog bin following a complaint.

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**25/176 Market Field School Request**

To consider a request from Market Field School to site a builder's compound on the strip of land from the School Road entrance of the playing field from October half term to Easter 2026. To also consider a request to install temporary fencing in the community centre car park which will result in the loss of parking spaces near the gate.

**25/177 Colchester Road Crossing**

Any updates?

**25/178 Planning Application**

Reference 251938. Land South of, University Of Essex, Wivenhoe Park, Colchester CO4 3SQ. Environmental Impact Assessment Screening Request for a Solar Farm on land south of University of Essex.

**25/179 Allotments.**

Any updates?

**25/180 Elmcroft**

The commemoration elm has died and been removed. To consider a replacement.

**25/181 Finance.**

- i) To look through the finance report and approve payments. See appendix 1.
- ii) An update on banking (accounts and deposits).

**25/182 Completion of the limited assurance review for the year ended 31 March 2025.**

To note.

**25/183 TDALC Meeting**

A report from the meetings held on 10<sup>th</sup> and 24<sup>th</sup> September 2025.

**25/184 Events**

- i) Wednesday hub.
- ii) Halloween.
- iii) Christmas.
- iv) Any other event updates?

**25/185 IT policy**

This is a required policy. To review.

**25/186 Items for the next agenda or for information only.**

**25/187 Date of next meeting.**

6<sup>th</sup> November 2025

Signed: A Baxter Clerk to the Council. Dated: Friday 3<sup>rd</sup> October 2025