

Dear Sir/Madam,

NOTICE OF MEETING

I hereby give you Notice of the Annual General Meeting of Roxwell Parish Council to be held in Roxwell Primary School on Wednesday 11th May 2011 at 7.30pm.

Mrs Lorraine Green
Clerk (Tel: 01206 384159).

AGENDA

1. Declaration of Acceptance of Office, Standing Orders, Financial Regulations, Model Code of Conduct and Register of Members' Interests.
2. Election of Chairman.
3. Co-option of 2 Councillors to fill vacancies.
4. Appointment of Vice-Chairman.
5. Appointment of Representatives.
 - Memorial Hall Committee
 - Recreation Field Sub Committee
 - Essex Association of Local Councils
 - Finance Committee
 - Footpath Representatives
 - Roxwell Charities
 - Responsible Financial Officer
 - Internal Auditor
 - Planning Committee
 - Tree Warden
 - Bus Transport Representative
 - Allotment Wardens
6. Councillors Declaration of Interests on any Agenda items for this meeting.
7. Democratic 15 Minutes.
8. Apologies.
9. Minutes of the Meetings held on Wednesday 9th March 2011.
10. Matters Arising.
11. Report by Chelmsford Borough Cllr. Mrs Nicolette Chambers.
12. Report by Essex County Cllr. John Aldridge.
- 13 .Police Matters:-
 - a. Speeding - Minute 8, 28, 46, 66, 86,110, 9,30,49, 68, 85, 108, 8,24,43,64, 82,104, 8,26,44,61,77, 90,8,24,36,49,63,77,11,38,63,82,97,111,8,30,50,70,87,104,8,27,49,71,90,113,10,33,54,78,104 & 128.
 - b. Changing 30mph speed limit near Dukes Manor – Minute 63,77,11,38,63,82,97,111,8,30,50,70, 87,104,8,27,49,71,90,113,10,33,54,78,104 & 128.
 - c. Parking in St. Michaels Drive – Minute 104,8,27,49,71,90,113,10,33,54,78,104 & 128.
 - d. St. Michaels Drive – horses – Minute 128.
 - e. Any Other.
14. Financial Matters:-

- a. Payments.
- b. Transfer of Funds.
- c. Bank Balances.
- d. Registration with HMRC regarding Clerk's pay.
- e. Review of Financial Regulations.
- f. Approval of Accounts for 2010/11 including Approval of Annual Return and Statement of Assurance for Accounts 2010/11.
- g. Audit of Accounts for 2010/11 and Appointment of External Auditor.
- h. Insurance.
- i. Any Other.

15. Planning Matters & Applications:-

- a. Brick Kiln Cottage, Boyton Cross Lane
- b. Scout Camp, Skreens Park Road
- c. The Cuckoo, Radley Green Road
- d. Boyton Hall Farm, Boyton Hall Lane
- e. Scout Camp, Skreens Park Road
- f. Blows Farm, Cooksmill Green
- g. Blows Farm, Cooksmill Green
- h. Skreens Park Farm, Skreen Park Road
- i. 47 Green Lane
- j. Warwicks, The Street
- k. Minerals Development Document August 2009

16. Recreation Field/ Toddler Playarea:-

- a. Safety Inspection – Minute 107,11,30,52,74,93,116,13,36,57,81,107 & 131.
- b. Grant request to EPFA.
- c. Recreation Field Request from parishioner regarding Recreation Field charges.
- d. Approval of Estimate for Miscellaneous Grass Cutting and other works.
- e. Approval of Estimate for Cleaning Pavilion.
- f. Estimate for Renewal of 2 no. exterior doors on Pavilion.
- g. Estimates for redecoration/repairs to Pavilion.
- h. Any Other.

17. Footpaths:-

- a. Bridleway 1 Newland Hall to Newark's Hall – Minute 132.
- b. Diversion to Footpath 51 - Minute 132.
- c. Any Other.

18. Highway Drainage – Minute 77,107,120,15,37,57,76,93,110,14,33,55,77,96,119,15,38,59,83,109 & 133.

19. Essex County Council Highways Proposed Traffic Schemes – Minute 125, 20,40 & 59,78,94,111,15,34, 56,78,97,120,16,39,60,84,110 & 134.

20. Request for Ramp to be put in on footpath outside Gades Aven – Minute 4,43 & 61,79,95, 112,16,35, 57,79,98,121,17,40,61,85,111 & 135.

21. Potholes outside 33 Vicarage Road – Minute 23,65,83,101,124,20,43,64,87,113 & 137.

22. Revised Standing Orders – Minute 128,23,44,65,88,114 & 138.

23. Winter Salt Bin – Minute 129,24,45,66,89,115 & 139.

24. Request for Additional Dog Bins – Minute 26,46,67,90,116 & 140.

25. Fence and Greenery opposite Hooks Cottages – Minute 27,68,91, 117 & 141.

26. Repainting of 6 No. Cast Iron Lamp Posts in The Street (by ECC) – Minute 96,120 & 144.

27. Inter-Village Olympics/Queens Diamond Jubilee 2012 – Minute 121 & 145.

Next Meetings 13th July 2011, 14th September 2011, 9th November 2011 & 11th January 2012

1st May 2011