

The Sampfords Parish Council

KEVIN KELSON

Clerk & RFO

Email: clerk@thesampfords-pc.gov.uk

www.thesampfords-pc.gov.uk



Village Hall, Great Sampford,
Saffron Walden, CB10 2RL

All members of **THE SAMPFORD'S PARISH COUNCIL** are summoned to attend a **MEETING OF THE FULL PARISH COUNCIL** to be held at **The Sampfords Village Hall** on **16th September 2025 AT 7:15 PM** for the transaction of the business as set out below.

AGENDA

25/042 Apologies for Absence

Accept apologies of absence.

25/043 Public Forum

The Public and Press are welcome to attend in accordance with the following council policies & procedures: Those wishing to speak or raise any issue are requested to do so at the public participation session at the beginning of the meeting with respect to items on the agenda and other matters that are of mutual interest. In accordance with Standing Order 3(f) the maximum time allowed for this item is 15 minutes and in accordance with standing order 3 (g) a member of the public shall not speak for more than three minutes. At the close of this item members of the public will no longer be permitted to address the council. In accordance with standing order 3(h), a question shall not require a response at the meeting nor start a debate on the question. The chair of the meeting may direct that a written or oral response be given.

25/044 Members' Declarations of interest

To declare the existence and nature of any Disclosable Pecuniary Interest, other Pecuniary Interest or Non-Pecuniary Interest relating to items on the agenda having regard to the Code of Conduct for Members and having taken appropriate advice where necessary before the meeting. Please note: When Council starts to discuss any item on the agenda, where a member has an interest, the member with that interest must have regard to the Code of Conduct and make the necessary disclosure and where appropriate leave the meeting. Members with prejudicial interests will also not be permitted to speak and address the council on those interests.

25/045 Minutes

To approve the minutes of the Council meeting held on 15th July 2025 as a true record.

25/046 District & County Councillors Reports

To receive reports from both District and County councillors, discuss and agree any actions (if any)

25/047 Clerk's Report

To receive report from the Clerk / RFO, discuss and agree any actions.

- External Audit – issues regarding the handling of previous salary allocation on AGAR.

25/048 Finance

Current Account Balance as of: 31/08/2025: £ 16,124.79

Reserves Account Balance as of: 31/08/2025: £ 6,418.60

- Approve and authorise payments for this month:
 - SLCC Membership
 - Clerks Expenses
 - Defibrillator replacement parts

25/049 Planning

- Receive report and decide what actions (if any) with regards to any parish applications for planning.
 - UTT/25/2180/HHF – Hall Cottage, Hall Road – Single storey extension – comments by 24th September.
 - UTT/25/1967/FUL – Collins Cross Tindon End, change use od and extension to stables to convert into dwelling – comments by 22nd August.
 - UTT/25/2198/SCO – Tewes Farm – installation of 49.9MW ground mounted solar array

25/050 Grants

- Receive report and decide what actions (if any) with regards to ZERO CARBON COMMUNITES GRANT.

25/051 Recreation Ground

- Receive report and decide what actions (if any) with regards to the Recreation Ground
 - Review outstanding weekly inspection items and agree actions.

25/052 Highways and Footpaths

- Receive update and decide what actions (if any) with regards to Highways & Footpaths
- Update regards to clearance of drains in Great Sampford

25/053 Speed Watch

- Receive update regarding Speed Watch activity.
- Speed signs

25/054 Grass Cutting and Trees

Receive update and decide what actions (if any) with regards to grass cutting in the villages.

- No billing received for July / August

25/055 Closed Churchyard

- Receive update and decide what actions (if any) with regards to repositioning tombs and levelling area.
- Receive update and decide what actions (if any) with regards to the inspection of the Church roadside trees.

25/056 Church Clock

Receive update and decide what actions (if any) with regards to the Church Clock.

25/057 Liaison with the Village and Village Organisations

- Receive update regarding activity with Village organisations.
- Receive update regarding Saffron Walden Museum.

25/058 Village Hall

Receive update and decide what actions (if any) with regards to the revision of the agreement

25/059 Matters to be Raised by Members for the Next Agenda

Please note that no decisions can lawfully be made under this item. LGA 1972 section 12 10(2) (b) states that business must be specified; therefore, the Council cannot lawfully raise matters for decision.

25/060 Next Parish Council Meeting

21st October 2025

25/061 Meeting Close

Signed... Kevin Kelson ... Clerk & RFO Dated 9th September 2025.