

The Sampfords Parish Council

KEVIN KELSON

Clerk & RFO

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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 June 2026 AT 7:15 PM** for the transaction of the business as set out below.

AGENDA

26/041 Apologies for Absence

26/042 Nominate and elect a Chairman for the year 2026/27

Council to elect a chairman for this year 2026/27.

The newly elected chairman to sign the declaration of acceptance of office.

26/043 Nominate and elect a Deputy Chairman for the year 2026/27

Council to elect a deputy chairman for this year 2026/27.

The newly elected deputy chairman to sign the declaration of acceptance of office.

25/044 Declaration of New Councillor Acceptance of Office

Robert Jones to complete Acceptance of Office and Co-option forms.

26/045 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.

26/046 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.

26/047 Minutes

To approve the minutes of the Council meeting held on 19th May 2026 as a true record.

26/048 District & County Councillors Reports

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

26/049 Internal Audit Report

To receive the internal audit report, discuss and agree any actions

26/050 Finance

Current Account Balance as of: 31/05/2026: £ 3,056.19

Reserves Account Balance as of: 31/05/2026: £ 27,519.37

- Approve and authorise any payments for this month.
 - ROSPA £261.60 (incl. VAT) 98229 Recreation Ground Inspection
 - C J Butcher £1,453.00 23.26 12/3 to 30/4
 - CloudNext £60.00 (incl. VAT) 268026. Domain renewal
 - Amazon £13.91 Donation bucket (Fund raising) (paid by Clerk)

26/051 Planning

- Receive report and decide what actions (if any) with regards to any parish applications for planning.
 - Tewes Farm – Solar Park Letter
 - INV/26/0116/C – Howletts Farm Thaxted Road Little Sampford Saffron Walden ALLEGED BREACH: Annexe rented out without planning consent UTT/21/1741/HHF – refused June 2021
 - UTT/26/1321/CLP – Poppyfields /Mill Hatch Replacement windows

26/052 Grants

- Receive report and decide what actions (if any) with regards to:
 - Sampfords on Sustainability,
 - Community Grants from UDC

26/053 Closed Churchyard

- Receive update and decide what actions (if any) with regards to repositioning tombs and levelling area.

26/054 Recreation Ground

- Receive report and decide what actions (if any) with regards to the Recreation Ground
 - ROSPA Annual Inspection – review and agree actions

26/055 Grass Cutting and Trees

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

26/056 Highways and Footpaths

- Receive update and decide what actions (if any) with regards to Highways & Footpaths

26/057 Church Clock

- Receive update and decide what actions (if any) with regards to future repairs / maintenance

25/058 Liaison with the Village and Village Organisations

- Receive update (if any) regarding activity with Village organisations.
- Receive update (if any) regarding Speed Watch activity

26/059 Village Hall

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

26/060 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.

26/061 Next Parish Council Meeting

14th July 2026

26/062 Meeting Close

Signed... Kevin Kelson ... Clerk & RFO Dated 9th June 2026.