

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 **18th August 2026 AT 7:15 PM** for the transaction of the business as set out below.

AGENDA

26/084 Apologies for Absence

26/085 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.

26/086 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.

26/087 Minutes

To approve the minutes of the Council meeting held on 21st July 2026 as a true record.

26/088 District & County Councillors Reports

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

26/089 Clerk's Report

- Consideration of CouncilWise onsite training from 6.30pm to 9.00pm over three evenings. The cost of the course is £100.00 + VAT per Councillor for attendance at all three evening sessions.
- Consideration of new councillor applications
 - Lesley Cross - lived in Great Sampford for nearly 30 years
 - Kay Adye - lived in the village for 12 years and have served on the PC before, when William Burton was Chair.
- Management of payroll

26/090 Finance

Current Account Balance as of: 31/07/2026: £ 1,937.95

Reserves Account Balance as of: 31/07/2026: £ 27,578.23

- Receive Budget YTD Report and decide what actions (if any).
- Approve and authorise any payments for this month.
 - CPRE – annual subscription £60.00
 - Sampfords Flower Show Committee – payment for Village Hall rental - £150.00

26/091 **Planning**

Receive report and decide what actions (if any) with regards to any parish applications for planning.

UTT/26/1840/LB - Burleys Finchingfield Road PROPOSAL: Re-opening of rear window to modern single storey extension, replacement of existing window, removal of suspended ceiling, installation of floor and wall insulation, kitchen remodel and removal of WC.

UTT/26/1660/HHF - Post Cottage Hill Road PROPOSAL: Garden room to replace existing conservatory

UTT/26/1961/HHF - Exmoor Spare Penny Lane South PROPOSAL: Proposed single storey extension, porch and modernisation of existing dwelling with associated alterations and landscaping

26/092 **Grants**

Receive report and decide what actions (if any) with regards to:

- Sampfords on Sustainability
- New Community Grant from UDC
- Community funding for Playground furniture

26/093 **Closed Churchyard**

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

26/094 **Recreation Ground**

Receive report and decide what actions (if any) with regards to the Recreation Ground

26/095 **Grass Cutting and Trees**

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

26/096 **Highways and Footpaths**

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

26/097 **Church Clock**

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

25/098 **Liaison with the Village and Village Organisations**

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

Receive update (if any) regarding Speed Watch activity

26/099 **Village Hall**

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

26/100 **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.

26/101 **Next Parish Council Meeting**

15th September 2026

26/102 **Meeting Close**

Signed... Kevin Kelson ... Clerk & RFO Dated 11th August 2026.