

Executive Officer: Suzanne Walker

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Dear Councillors,

You are hereby summoned to attend a meeting of Chelmsford Garden Community Council that will be held on Thursday 18th May 2023 at 8pm at the Beaulieu Community Centre, 17 Centenary Way, Beaulieu Square, Chelmsford Essex for the purposes of transacting the following business

Yours Faithfully,
SUZANNE WALKER

Suzanne Walker
Executive Officer of the Chelmsford Garden Community Council
Dated 11th May 2023

Agenda of the Annual Meeting of the Chelmsford Garden Community Council

23/15: Election of the Chairman for the Civic Year 2023 – 2024

23/16: Election of the Vice Chairman for the Civic Year 2023 – 2024

23/17: Apologies

23/18: Declaration of interests

23/19: To note the signing of the declaration of acceptance of office forms and to agree any extension to enable any absent Councillors to sign the form

23/20: To approve the Minutes of the meeting held on 6th April 2023

23/21: Financial report

- 23/21.1 To receive the bank reconciliation statement for April 2023
- 23/21.2 To receive report and approve money received and paid.
- 23/21.3 To agree annual list of payments
- 23/21.4 To consider a credit card with Unity Trust bank/Lloyds bank
- 23/21.5 To review the mandate holders for the Council's current account and agree any changes or updates.
- 23/21.6 To consider quotations for a mobile phone contract for staff.

23/22: To consider and agree resolution to allow employees to be admitted into the Local Government Pension scheme

23/23: To consider policies to adopted by the Council

- 23/23.1 Expenses policy
- 23/23.2 Disciplinary and Grievance policy
- 23/23.3 Freedom of Information Act scheme
- 23/23.4 Data Protection policy and privacy notices
- 23/23.5 Scheme of Delegation
- 23/23.6 Councillor Representation protocol

23/24: To consider new Planning applications

- 23/24.1 23/00470/FUL - 4 Multon Lea, Chelmsford Garden Community - Proposed single storey rear extension with pitched roof and addition of roof lights.
- 23/24.2 23/00507/FUL - 14 Grantham Drive, Chelmsford - Proposed partial garage conversion. Internal alterations
- 23/24.3 23/00538/FUL - 20 John Eve Avenue, Springfield - Proposed partial garage conversion and increased block paving to front to extend parking
- 23/24.4 23/00639/FUL - 55 Linge Avenue, Chelmsford Garden Community - Single storey rear extension, canopy structure and permeable paving patio
- 23/24.5 23/00574/FUL - Chelmer Valley Park and Ride - The inclusion of secondary temporary uses within the approved Chelmer Valley Park and Ride facility

23/25: To note planning results

- 23/25.1 CC/CHL/127/22 – Land off Remembrance Avenue, Beaulieu - Erection of a new two form entry primary school with associated playing fields, hard play areas, parking and landscaping – **Granted**
- 23/25.2 23/00287/FUL – 2 Albatross Way – retrospective garage conversion into habitable living space - **refused**

23/26: To consider open space issues

- 23/26.1 To agree fees and note date for the Play in the Park event
- 23/26.2 To consider report on noticeboard repair
- 23/26.3 To consider replacement of broken bin

23/27: To receive report and consider committee structure for the Council

- 23/27.1 Personnel Committee
- 23/27.2 Planning committee
- 23/27.3 Communication committee
- 23/27.4 Stewardship committee

- 23/27.5 Working groups and representational roles for Councillors.
- 23/28: To consider training arrangements for Councillors**
- 23/29: To receive a report in relation to the Beaulieu Community Trust**
- 23/30: To consider representations in relation to the Essex County Council Electoral division consultation**
- 23/31: To consider dates for future meetings.**
- 23/32: Any matters to be added to the agenda of the next meeting**