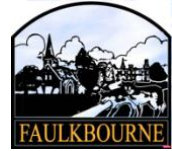




# WHITE NOTLEY AND FAULKBOURNE PARISH COUNCIL

Clerk to the Council – Angela Balcombe  
6 Shires Close, Great Notley, Braintree CM77 7FT  
Tel: 01376 550927 E-mail: [angiebalc@aol.com](mailto:angiebalc@aol.com)



## **Minutes of the Annual Meeting of White Notley and Faulkbourne Parish Council held on Tuesday 27 May 2025 at White Notley Village Hall at 7.30pm.**

**Present:** Cllrs: Bentley, Brewster, Bright, Daniels, Guy, Harrison, Phillips & Smith.  
**In the Chair:** Cllr Bright.  
**Clerk:** Angela Balcombe.  
**Also present:** There was no-one else present.

### **25/96. ELECTION OF CHAIRMAN.**

To elect a Chairman for the Civic Year 2025/26.

Cllr Harrison proposed Cllr Bright as Chairman, this was seconded by Cllr Smith and unanimously agreed.

- The Chairman signed the Declaration of Acceptance of Office of Chairman.

### **25/97. ELECTION OF VICE-CHAIRMAN.**

To elect a Vice-Chairman for the Civic Year 2025/26.

Cllr Phillips proposed Cllr Daniels as Vice-Chairman, this was seconded by Cllr Harrison and unanimously agreed.

### **25/98. APOLOGIES FOR ABSENCE.**

Apologies were received from Cllr Sapienza.

### **25/99. MINUTES OF THE LAST MEETING.**

The minutes of 22 April 2025 were approved as a correct record of events.

**Proposed: Cllr Daniels Seconded: Cllr Bright. All agreed.**

### **25/00. PROGRESS CHECK / ACTION PLAN.**

To receive an update on any actions from the last meeting.

- Phone Box at The Green - an offer to repair the phone box for £50.00 has been received and accepted.
- Newsletter - contributions are needed as soon as possible.

### **25/01. DECLARATION OF INTERESTS.**

To receive any Disclosable Pecuniary Interests, Personal and Prejudicial Interests, or Personal Interests relating to items on the agenda. No interests were declared.

### **25/02. PUBLIC FORUM.**

There were no members of the public present.

### **25/03. REPORTS.**

- **County Councillor Report.** An emailed report was received.
- **District Councillor Report.** Apologies were received from Cllrs Dervish and Coleridge.
- **Community Speed Watch/SID Report.** Thanks were noted to all volunteers that help with CSW. The police have carried out speed checks at Faulkbourne on three recent occasions which is a direct result of the CSW results (the CSW threshold for reporting is 36mph). Cllr Brewster has cleaned the speed road signs.

#### **25/04. COUNCIL WEBSITE & EMAIL ADDRESSES.**

To consider updating the website and email addresses for the Clerk and Councillors to a .gov.uk address. It was unanimously agreed to have a .gov.uk website with one .gov.uk email address for the Clerk.

#### **25/05. FINANCE.**

102448 £62.80 Braintree District Council (Community Transport)  
102449 £39.30 James Todd & Co Ltd (Payroll)  
102450 £542.91 A Balcombe (Salary/PAYE/Office Expenses)  
102451 £848.74 Clear Insurance Management Ltd (Insurance)  
102452 £99.00 J & M Landscapes (Grass Cutting)  
D/D £53.28 A & J Lighting Solutions (Lighting Maintenance)

#### **25/06. ACCOUNTS YEAR ENDING 2024/25.**

To approve the year-end accounts for 2024/25.

As the gross income/expenditure for 2024/25 is above £25,000, the Council completed the Annual Governance and Accountability Return 2024/25 Form 3 which must be externally audited.

The accounts were approved by the Council.

**Proposed: Cllr Harrison. Seconded: Cllr Guy. All agreed.**

The Chairman and Responsible Financial Officer signed:

- (i) Annual Governance Statement.
- (ii) Accounting Statements.

#### **25/07. CORRESPONDENCE TO NOTE.**

**National Grid** - Project Update (circulated).

#### **25/08. INFORMATION EXCHANGE / NEXT AGENDA ITEMS ONLY.**

- Cllr Harrison apologised for not being able to attend many meetings lately.
- War Memorial - residents have asked for a flagpole and a bench.
- Complaint re road closures with no notice. The Clerk will write to ECC asking for notice of road closures so they can be advertised to residents.

#### **25/09. MEETING DATES 2025.**

24 June, 22 July (Faulkbourne), 23 September, 28 October (Faulkbourne),  
25 November (Budget Meeting), 16 December.

All meetings are on the fourth Tuesday of the month at 7.30pm except December's meeting which is a week earlier.

***THE MEETING CLOSED AT 19.53 PM.***

SIGNED (CHAIRMAN):

DATE: