

Clerk to the Council
Sarah Gaeta

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20th November 2024

To: Members of the Community Park Committee

You are hereby summoned to attend

**THE COMMUNITY PARK COMMITTEE MEETING
TO BE HELD AT THE VILLAGE HALL
ON MONDAY 25TH NOVEMBER 2024 AT 7.30 PM**

for the purpose of transacting the following business.

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A G E N D A

- 1. Apologies for Absence**
- 2.** Minutes of the Community Park Committee Meeting held on 28th October 2024 to be taken as read and signed as a correct record by the Chairman.
- 3.** Declarations of Interest (existence and nature) with regards to items on the Agenda. Councillors and Committee Members are reminded that the code of conduct that took effect from 3rd June 2024 provides that should they have a disclosable pecuniary interest in any matter under discussion, they should speak only in the public session, then withdraw from the room and not seek to influence a decision about the matter.
- 4. Public Participation session** with respect to items on the Agenda and other matters that are of mutual interest.
3 minutes per person; 15 minutes max
- 5. Finance**
 - (a) To receive an update on ring fenced funds held.
 - (b) To determine the 'ring-fenced' expenditure and income for the financial year 2025/26 that will be put to the Parish Council for budgetary approval.
- 6. Management of the Site**
 - (a) To consider quotes received for a topographical survey and preliminary layout design for the car park area and appoint a contractor.
 - (b) To appoint Japanese Knotweed Ltd to carry out clearance of vegetation to allow access to the target invasive weeds and enable further effective monitoring and/or treatment, at a cost of £206.88 + VAT.
 - (c) To discuss the site proposals made by Ground Control.
 - (d) To receive an update on the site visit regarding an enclosed dog field, and to consider any proposal that may be available at the time of the meeting.
 - (e) To discuss the scout group's relocation request further.
 - (f) To agree to invite Essex Wildlife Trust to inspect the car park area once cleared.
 - (g) To consider opening up the footpath opposite the care home in Wickham Bishops Road as an option to get to the Community Park.
- 7. Matters for the next agenda**
To confirm the date of the next meeting and propose matters for the agenda.