

Clerk to the Council
Sarah Gaeta

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19th January 2026

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 26TH JANUARY 2026 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 16th December 2025 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**
To receive an update on ring-fenced funds.
- 6. Management of the Site**
 - (a) To consider a quote for a vision plan and consultation strategy from Groundwork.
 - (b) To agree planned actions to open the park.
 - (c) To consider CCTV quotes if available at the meeting.
 - (d) To consider whether existing staff can be utilised in the Community Park.
 - (e) To receive an update on the Essex Local Nature Partnership Community Fund grant application.
 - (f) To discuss adding a wildlife pond to the site.
- 7. Matters for the next agenda**
To confirm the date of the next meeting and propose matters for the agenda.