

# Parish of Castle Hedingham

Dear Councillor

Date: May 2012

## NOTICE OF MEETING

Your attendance is required at the Castle Hedingham Parish Council meeting on Monday 14 May at 7.45 p.m. at the Castle Hedingham Club Church Lane to deal with items shown on the agenda detailed below.

Should circumstances beyond your control prevent your attendance, it would be appreciated if you could kindly let me have your apology for absence as soon as possible.

Kieron King

*Clerk to the Council*

## AGENDA

1. Apologies for non-attendance
2. Declarations of Interest ( form attached ) & Acceptance of Office.
3. Election of Chairman.
4. Public Forum
5. Police report.
6. Minutes of the previous meetings
7. Matters arising from the Minutes
8. Briefing from Cllr Mrs I Parker on National Grid Proposals.
9. Essex CC and Braintree DC reports.
10. Planning: a) Applications received. b) Policy on retention of planning documents by Parish Clerk.
11. Correspondence - *List of correspondence received to date enclosed*
12. Accounts payable.
13. Consideration and agreement of Annual accounts and return to Audit Commission. ( copy of Annual Accounts attached ).
14. Consideration of replacement or otherwise of village handyman following retirement of Mr A Carr from the post-paper attached.
15. Consideration and decision on expenditure a) to repairs tombs in St Nicholas churchyard ; and b) trees in the churchyard.
16. Consideration of request to erect 2 banners at entrances to village advertising jubilee celebration week- copy e- mail attached.
17. Parish Magazine.
18. Any Other Business.
19. Date and time of next meeting

**Apologies to:** Mr K King. (Parish Clerk)  
The Cottages, Coppingdown Farm, Sudbury Road, Castle Hedingham, Essex, CO9 3AG  
Tel: 01787 463482  
E. Mail: [castle.hedingham.pc@kking.plus.com](mailto:castle.hedingham.pc@kking.plus.com)

Addressee: Mrs Allfrey  
Mr Worley  
Mr Pewter  
Mrs Moffat  
Mrs Hart  
Mr Higgins

Mr Southgate  
Mr Philp  
Mr Scrivens