

NAVESTOCK PARISH COUNCIL

Clerk to the Council: Victor Simmons

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To: Members of The Public

Councillors are respectively requested to attend the Annual Parish Council Meeting and bi-monthly Parish Council Meeting to be held on Tuesday 13th May 2025, at 7.00pm in Navestock Village Hall (committee room). The purpose of said meeting will be to transact the business shown in the agenda below. Members of the public and press are welcome to attend. Please note that Navestock Parish Council audio records all meetings to assist with the production of minutes.

Navestock Annual Parish Council Meeting

- 1. Current Chair's welcome & announcements**
- 2. Appointment of Chair for 2025/26**
- 3. Apologies and reasons for absence**
- 4. Appointment of Vice-Chair for 2025/26**
- 5. Appointment of Officers & Representatives in relation to the following:**

Greens Charity

Planning

Common Land and Verges

Localism

Working Parties:

**Curtis Mill, Horseman Side, Murthering Lane,
Navestock Heath, Navestock Side, Shonks Mill**

Village Show

Village Hall

Parish Bankers

Internal & External Auditors

Re-Confirmation that the Chair can make decisions (delegated powers) between Parish Council Meetings in consultation with the Vice-Chair and Clerk

Navestock Parish Council Meeting

Agenda

25/29) Chair's welcome & announcements

25/30) Apologies and reasons for absence

25/31) Declaration of interests with regards to items on the agenda

25/32) To approve the previously circulated minutes from the Parish Council Meeting - Tuesday 11th March 2025

25/33) Public participation session with respect to items on the agenda

Members of the public can state points, but no decisions will be made at this meeting. Please note that at the discretion of the Chair this item is allocated 15 minutes, with each speaker limited to 3 minutes only

25/34) Action on matters arising from the public participation session

25/35) Reports: To receive brief reports from Borough and County Councillors present

25/36) Matters arising from previous meetings:

36.01) Village Hall Sports Pavilion (build) and parish field issues

36.02) Health and Wellbeing

36.03) Spring Farm & Skip-A-Hoy (environmental issues)

36.04) Neighbourhood Watch including CCTV

36.05) Shonks Mill flood storage area (River Roding Project)

36.06) Navestock Side - sewage discharge

36.07) Common Land issues within Navestock Parish

36.08) Security of Navestock Parish Council assets

36.09) Navestock rubbish and litter issues

36.10) Boundary issues - Navestock Heath

36.11) Parish roads signage

36.12) Outline application for a new dual site motorway service area (M25) - MOTO

36.13) Proposal for a motorway service area (M25) - Welcome Break

36.14) Village Hall playground seating

36.15) Defibrillator

36.16) VE Day 80 - 8th May 2025 (report)

36.17) Annual playground inspection 2025

36.18) Rural Community Council of Essex (RCCE) membership 2025/26

36.19) NPC grounds maintenance

25/37) Current matters:

37.01) Adoption of NALC Model Financial Regulations (updated March 2025)

37.02) Adoption of NALC Model Standing Orders (updated April 2025)

37.03) Green Lane litter and dog faeces bins

37.04) BBPCA meeting March 20th (report)

25/38) Reports: To receive brief reports from NPC working parties

25/39) Correspondence and Clerks report

25/40) Planning

All new applications have been circulated to Councillors for consideration / comment

25/41) Finance

Approval of 2024/25 Annual Accounts following internal audit

Approval of 2024/25 Annual Governance & Accountability Return Part 3 (AGAR)

Approval of 6 monthly internal audit (2025/26 onwards) to satisfy AGAR (section 4)

Banking and Finance Report (already circulated) & cheques to be approved / signed:

Payroll (May), Clerk (BBPCA subscription 2024/25 & sports field container padlock),

M. Davis (Groundworks to protect The Green from motor vehicles - phase 1 & 2),

Navestock Village Hall (Parish lunches hall hire 2024-25),

Clerk (RCCE membership 2025/26), EALC (EALC / NALC affiliation fees 2025/2026)

C. Gelderbloem (Sports pavilion items), Stevenson & Co (Internal audit 2024/25)

25/42) Discussion items and date of next meeting

Additionally, matters to be raised by Councillors for the next meeting's agenda

Victor Simmons

Clerk & RFO to Navestock Parish Council

6th May 2025

