**MINUTES OF A MEETING HELD ON**
**14TH NOVEMBER 2006**
**AT GLEMSFORD VILLAGE HALL**

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| **Present:** | Lucy Knox | Rex Thake |
| | Howard Lay | Neil Gurr |
| **In attendance:** | Sara Sunderland | |
| **Apologies:** | Cllr. Watkinson, Cllr. Parmenter, Cllr. Searle | |

Cllrs Suttle, Boone and Young were not present and no apologies were received.

**081 Planning Applications**

**B/06/01831/FUL/DB Cannon Avent Limited, Lower Road**
Erection of single-storey extension to accommodate plant room

Agreed to recommend this Application for approval.

**PROPOSED: Cllr. Knox SECONDED: Cllr. Gurr**

**082 Financial Matters**

It was agreed that in the future, the Finance Committee would meet to discuss and draft the precept figures and then bring them to a meeting for approval, thus cutting out one meeting per year. The Clerk would arrange this each November.

It was agreed that the Clerk, village hall cleaner and the street cleaners would receive an appraisal each year. The Clerk would arrange this during April. The Chairman and Vice chairman would appraise the Clerk and the remaining would be undertaken by the Finance Committee.

Cllr. Gurr suggested that the Clerk write to the Inland Revenue requesting any information about tax refunds as her house was used as an office.

It was agreed that the street cleaners and the hall cleaner should have contracts and health and safety documentation drawn up. Cllr. Lay would arrange the templates for these.

The precept was agreed (copy attached). A letter had been received from the church but it was agreed not to give any further donation as monies had already been earmarked for them. The Council felt reluctant to give any further donation unless it was for structural work.

There being no other business, the meeting closed at 8pm

**Approved ……**

**Date ……**