



Stanway

Parish Council

Parish Clerk: Donna Tristram
Victory Hall, Villa Road,
Stanway, Essex CO3 0RH
P: 01206 542221/07759 837111
E: clerk@stanway-pc.gov.uk

01/24

Minutes of the Corporate Governance Committee Meeting held on 12th June 2024 at 7pm in the Committee Room, Victory Hall

Present: Cllrs Cotter, Baines, Hagon, Seabrook & Spademan, the Clerk & RFO

1. **Elected Cllr Cotter** unanimously as Chair of committee for 2024 municipal year
Elected Cllr Baines unanimously as Deputy Chair of committee for 2024 municipal year
2. **No apologies were received, all members being present**
3. **Declarations of Interest** – Cllr Hagon declared a non-pecuniary interest in agenda item 9 as a member of the Colchester City Council Local Highways Panel (LHP)
4. **Public Participation – None present**
5. **APPROVED** the minutes of the Corporate Governance meeting held on 8th May 2024
(previously circulated)
6. **Clerk’s Report -RECEIVED** verbal update regarding ongoing action items from previous meetings, including a S106 meeting with Cllr Bentley and Karen Syrett which has been organised for July 2024
7. **RFO Report — RECEIVED** an update regarding ongoing financial matters and;
 - (i) **RECEIVED** the list of payments and **APPROVED** expenditure. The RFO advised future meetings will require authorisation for payments over £ 500 only and the payment list will detail payments already paid.
 - (ii) **No virements** presented
 - (iii) **RECEIVED** an update on the Council’s cash investments in relation to agreed policy and **APPROVE** actions. RFO to open accounts with Redwood Bank and Cambridge and Counties Bank. £ 75,000 will be deposited in each and the bank signatories will be consistent with those approved at May 2024 AGM
8. **REVIEWED** proposal suggested by Cllr Singh regarding 20mph speed limit on Heath Road, Stanway Green. As the LHP have advised 5 speed reviews are required on roads feeding into Stanway Green to establish criteria acceptability at a

02/24

cost of £368.20 each (total £ 1841.00), committee declined to support this request, but will ensure this funding is sought from developers. The Council will also raise this safety issue at the November S106 Stanway stakeholder meeting

9. To **CONSIDER** proposed agreement for Stanway Village Hall Management Committee with a view to Full Council approval– **DEFERRED to July meeting**
10. **Corporate Governance Review :-**
 - (i) **RECEIVED** an update from the latest Internal Audit Report. Schedule 1 & 2 of the AGAR have been completed and the external auditor's declaration is pending
 - (ii) **REVIEWED** and **AGREED** proposed committee terms of reference for Corporate Governance Committee for **APPROVAL** at Full Council. It was agreed Local Highways Panel decisions would be transferred back to Community Services Committee
11. **RECEIVED** an update from the Jansma Park Working Group concerning expression of interest received from local dog agility community group
12. **CONSIDERED** programme of verge cutting works of no man's land eg., London Road, opposite where this council currently cuts back. **AGREED** Community Assets to consider this, and any other areas of concern, under the £ 1000 current budget
13. **Information Update** – Cllr Spademan reminded members that Vicar Wendy Pagden will be leaving her position. Cllr Baines will use her Chair's allowance to purchase a thank you gift
14. **Agenda Items for Committees / next Council Meeting –**
 - (i) Community Services to amend Terms of Reference to include LHP
 - (ii) Corporate Governance to consider agreement between Stanway Village Hall Management Committee and Stanway Parish Council
 - (iii) Community Assets to consider verge cutting of no man's land areas
15. **To confirm the date & time of the next meeting**– Wednesday, 10th July at 7pm, Committee Room, Victory Hall, Stanway Community Centre, Villa Road

The Chair closed the meeting at 7.59pm