



# Stanway

## Parish Council

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

Dear Councillors,

You are hereby summoned to the forthcoming meeting of Stanway Parish Council to be held in the Victory Hall on **THURSDAY 27<sup>th</sup> JANUARY 2022 at 7pm** when the under-mentioned business will be transacted.

Yours faithfully,

Clerk to the Parish Council

21<sup>st</sup> January 2022

## AGENDA

### 1. Chairman's welcome and formal notice of the recording of meeting if applicable

### 2. Apologies for Absence

### 3. Declaration of Interests - to **RECEIVE** delegated Declaration of Interest Dispensation decisions or **APPROVE** such dispensation requests where required.

*To allow Councillors to declare either a disclosable pecuniary, or any other pecuniary or registerable, non-pecuniary interests on any matter covered by this Agenda. Members are reminded that, when considering any item, if it becomes clear they have an interest, they must declare it.*

### 4. Public Participation

The Chairman to invite members of the public to indicate if they wish to speak at this meeting – either on an item on the agenda or on a general matter. *Public questions are invited prior to the start of the meeting for a maximum of 10 minutes, limited to three minutes per person at the discretion of the Chairman. In accordance with SPC Standing Order 3(e), a question shall not require a response at the meeting nor start a debate on the question. The Chairman of the meeting may direct that a written or oral response be given.*

### 5. Minutes of the Parish Council Meeting of 25<sup>th</sup> November 2021 - To approve the Minutes (previously circulated) as a true and accurate record.

### 6. Adoption of Committee Reports – see <https://www.stanwaypc.org.uk/council-meetings.html>

- a) **Planning Committee:** To note the (draft) minutes (*previously circulated*) held on 21/12/21 & 18/01/22
- b) **Corporate Governance Committee:** To note the (draft) minutes (*previously circulated*) held on 08/12/21 & 12/1/22
- c) **Community Assets Committee:** To note the (draft) minutes (*previously circulated*) held on 19/01/22
- d) **Community Services Committee:** To note the (draft) minutes (*previously circulated*) held on 11/01/22
- e) **Burial Ground Sub-Committee:** To note the (draft) minutes (*previously circulated*) held on 11/01/22
- f) **Staffing Committee:** to note the (draft) minutes (*previously circulated*) held on 20/12/21
- g) **Internal Audit Committee:** To note the (draft) minutes (*previously circulated*) held on 16/11/21

### 7. Essex County Councillor's Report - To receive an oral or written report from Cllr. Kevin Bentley (Essex County Council), and to give him the opportunity to respond to any issues raised in Public Participation.

### 8. Borough Councillors' Reports -To receive an oral or written report from any Borough Councillors and to give them the opportunity to respond to any issues raised in Public Participation.

### 9. To **CONSIDER** any actions arising from matters brought to the Council's attention during Public Participation.

### 10. To **RECEIVE** applications to become a Parish Councillor or to **APPROVE** any changes to the membership of the Committees of the Parish Council.

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## 11. Clerk's Report

- a. To **RECEIVE** an update and act on any ongoing action items from previous meetings, per the circulated list.

## 12. RFO Report Financial Reports

a. To **RECEIVE** a list of Payments (net of staff salaries) and Receipts since the last Parish Council meeting, a year-to-date Receipts and Payments Summary, along with an updated Bank Reconciliation.

b. To **AUTHORISE** (if required) contracts or project expenditure exceeding any committee's £10,000 delegated authority.

13. To **RECEIVE** 2022/23 (+5 years) budget proposal for **APPROVAL**, resulting in Precept Demand of £290,762 in relation to number of households (Band D equivalent £68.14 per annum)

## 14. NEW COMMUNITY CENTRE UPDATE –

i) To **DECIDE** if acceptance of long term lease from Colchester Borough Council to maintain and run the newly named, "Stanway Lakelands Centre" is subject to:-

a) Completed installation of operational TOUCAN crossing

b) Additional parking bays, with agreement on what SPC will contribute towards the additional cost of installation

ii) **Update from Working Party** regarding commercial considerations, including taking over, equipping, maintaining and running Stanway Lakelands Centre (Confirmation received that full fibre will be provided to the centre)

iii) **Update on Build Project** - to **RECEIVE** a full breakdown of current costings and building schedule as available

iv) **Consider Room names** for Stanway Lakelands Centre as recommended by Community Assets meeting January 2022

15) **S106 Future Funding Projects** – To **CONSIDER** and **AGREE** on future projects for CBC to seek funding for via developer's contribution to S106 funding, including infrastructure and Community Assets request for land to develop and build a skate park/BMX track (Ref: 22/2) and separate building for a youth and/or environmental hub with kiosk and toilets at the Stanway Lakelands Centre as agreed at Full Council November 2021 (Ref: 21/20)

16. To **DISCUSS** and **REVIEW** Councillor banking signatories requirements to ensure Council payment processes function satisfactorily

## 17. Reports from Outside Bodies

a) Colchester Association of Local Councils

c) School Governors

e) Footpath/Tree Warden/Hedgerow Officer

g) Rosemary Alms Houses

i) Larger Local Council Forum

b) Village Hall Management Committee

d) Quarry Liaison Group

f) Bus Passenger Representative

h) Tri-Parish London Road Task Force

## 18. Items referred/requested for consideration by Committees or Members of the Parish Council

19. **Information Update** - to receive oral updates from Members on matters affecting the Parish.

20. **Items for Committees/ Next Council Meeting** - to receive and consider requests for items to be included on agendas for any committee or the next meeting of the Parish Council.

21. **Date and time of next meeting** - the next scheduled meeting of the Parish Council will take place on **Thursday February 24<sup>th</sup> 2022 at 7.00 pm, Victory Hall, Stanway Community Centre**

# Stanway Parish Council

## LARGE TEXT AGENDA

1. Chair's welcome and announcement of the recording of the meeting if applicable
2. To record and approve apologies for absence
3. Declarations of Interest
4. Public Participation
5. Approve Minutes of the Full Council Meeting of 25<sup>th</sup> November 2021
6. Adoption of October Committee Reports –refer to the following link  
<https://www.stanwaypc.org.uk/council-meetings.html>
7. Essex County Councillor's Report
8. Borough Councillors' Reports
9. To **CONSIDER** any actions arising from matters from Public Participation.
10. To **RECEIVE** applications to become a Parish Councillor, **APPROVE** changes to Committee memberships or **APPROVE** any (changes to) appointments to outside bodies.
11. Clerk's Report - To **RECEIVE** an update on any ongoing actions
12. RFO Report
  - a) To **RECEIVE** & **APPROVE** Financial Reports
  - b) To **AUTHORISE** expenditure over £10,000 for Committees.
13. To **RECEIVE** 2022/23 (+5 years) budget proposal for **APPROVAL**
14. **NEW COMMUNITY CENTRE UPDATE**
  - i) Decision on lease requirements regarding parking and TOUCAN crossing
  - ii) Working Party Update
  - iii) Update on Build Project
  - iv) Consider Hall/Room names
15. **S106 Future Funding Projects** – To **CONSIDER** and **AGREE** on future projects for CBC to seek funding for via developer's contribution to S106 funding
16. To **DISCUSS** and **REVIEW** Councillor banking signatories requirements
17. Reports from Outside Bodies
18. Items referred/requested for consideration by Committees of Members of the Council
19. Information Update – To receive oral updates from Councillors on Parish matters
20. Items for Committees/Next Council Meeting
21. Date and time of next meeting – Thursday 24<sup>th</sup> February 2022