



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 Victory Hall, Stanway Community Centre on **THURSDAY 28th April at 7pm** when the under-mentioned business will be transacted.

Yours faithfully,

Clerk to the Parish Council

23rd April 2022

FULL COUNCIL MEETING 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 Meetings 31st March 2022 - 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 05 & 19/04/2022
- b) **Corporate Governance Committee:** To note the (draft) minutes (*previously circulated*) held on 13/4/22
- c) **Community Assets Committee:** To note the (draft) minutes (*previously circulated*) held on 20/04/2022
- d) **Community Services Committee:** To note the (draft) minutes (*previously circulated*) held on 12/04/2022
- e) **Internal Audit Committee:** To note the (draft) minutes (*previously circulated*) held on 15/03/2022

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.

Stanway Parish Council

11. Clerk's Report-To **RECEIVE** an update & action any ongoing 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.

c. To **AUTHORISE** virements proposed from Corporate Government Committee, as detailed in the Finance Officer's report

13. To **RECEIVE** and **REVIEW** an update from Community Services Committee concerning forthcoming Community Events such as the Platinum Jubilee Event

14. To **DECIDE** if the Council will use its powers to establish a market in Stanway (Food Act 1984, S.50 & 60) and under Permitted Development Rights as detailed in The Town and County Planning (Permitted Development and Miscellaneous Amendments) (England) (Coronavirus Regulations 2020 (S.1 2020/632 Regs 1(3), 21 – which has been extended indefinitely. This will enable the Stanway Business Hub, who will set up a Community Interest Company, to run the event, either bi-monthly or monthly

15. NEW COMMUNITY CENTRE UPDATE –

i) Update from Working Party regarding commercial considerations, including taking over, equipping, maintaining and running Stanway Lakelands Centre

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

iii) To RECEIVE and **AGREE** on hire out fees for using the Centre

iv) To AGREE to the proposed extra budget of £ 200,00 to fund a dedicated Multi Accessible Play Space Area, through guaranteed grants (£ 100,000 CBC S106 Facilities and £ 100,000 ShortBreaks Funding) for the financial Year 2022/23 with staged flexibility being factored into the design for future years through either grant streams and/or Council contribution. To **AGREE** to delegate the tender process and procurement to Corporate Governance Committee, working alongside the Stanway Lakelands Centre Working Group.

16. To **REVIEW** and **APPROVE** Committee Terms of Reference as approved by relevant Committees and proposed by Corporate Governance Committee

17. To **RESOLVE** to **APPROVE** update on Micro Grants Policy as proposed by Corporate Governance Committee

18. Reports from Outside Bodies

a) Colchester Association of Local Councils

b) Village Hall Management Committee

c) School Governors

d) Quarry Liaison Group

e) Footpath/Tree Warden/Hedgerow Officer

f) Bus Passenger Representative

g) Rosemary Alms Houses

h) Larger Local Council Forum

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

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

21. 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.

22. Date and time of next meeting - the next scheduled meeting of the Parish Council will take place on **Thursday 26th May 2022 at 7.00 pm, Victory Hall, Stanway Community Centre**