



# Stanway

## Parish Council

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Dear Councillors,

You are hereby summoned to the forthcoming meeting of Stanway Parish Council to be held at Stanway Community Centre on **THURSDAY 25<sup>th</sup> July 2024 at 7pm** when the under-mentioned business will be transacted.

Yours faithfully,

Clerk to the Parish Council

19<sup>th</sup> July 2024

### FULL COUNCIL MEETING AGENDA

1. **Chairman's welcome and formal notice of the recording of meeting if applicable**
2. **To record and approve 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 30<sup>th</sup> May 2024** - 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>**  
To **NOTE** the (draft) minutes (*previously circulated*) from:
  - a) **Planning Committee** meetings held on 18<sup>th</sup> June, 2<sup>nd</sup> and 23<sup>rd</sup> July 2024
  - b) **Corporate Governance Committee** meetings held on 12<sup>th</sup> June 2024
  - c) **Community Services Committee** meeting held on 16<sup>th</sup> July 2024
  - d) **Community Assets Committee** meeting held on 19<sup>th</sup> June 2024
  - e) **Staffing Committee** meeting hold on 18<sup>th</sup> June 2024
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. **City Councillors' Reports** -To receive an oral or written report from any City Councillors and to give them the opportunity to respond to any issues raised in Public Participation.

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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 and/or to **APPROVE** any changes to the membership of the Committees of the Parish Council and **RECEIVE** an update from any Councillor training
11. **Clerk's Report**-To **RECEIVE** an update regarding ongoing actions from previous meetings (*per circulated list*)
12. **RFO Report – To RECEIVE** an update regarding ongoing actions from previous meetings (*per circulated list*)
  - i) To **AUTHORISE** contracts or project expenditure exceeding any committee's £10,000 delegated authority
  - ii) To **AUTHORISE** any virements, as necessary
  - iii) To **RECEIVE** an update on completion of the Annual Governance and Accountability Return (AGAR), including the Internal Auditor's report and **APPROVE** actions
13. To **REVIEW** and **APPROVE** amended Terms of Reference as proposed by Community Services and Corporate Governance Committees
14. To **CONSIDER** Community Services request regarding **Passenger Transport Meeting with Essex County Council**
15. To **CONSIDER** Community Services request regarding a **Basketball Court on non-Parish Land in Stanway**
16. To **REVIEW** & **ADOPT** the following policies as proposed by committees:-  
Grievance Policy, Lone Working Policy, Health and Safety Policy & Equality, Diversity & Inclusion Policy as proposed by The Staffing Committee
17. To **CONSIDER** & **APPROVE** Community Assets Committee's recommendation on the burial ground concession
18. To **RECEIVE** an update from the Jansma Park Working Group and **DECIDE** on any relevant actions
19. To **RECEIVE Reports from Outside Bodies**

a) Bus Passenger Representative	b) Colchester Association of Local Councils
c) Emergency Planning Office	d) Footpath/Tree Warden/Hedgerow Officer
e) Quarry Liaison Group	f) Rosemary Alms Houses
g) School Governors	h) Village Hall Management Committee
i) Winstree Road Working Group Party	
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 26<sup>th</sup> September at 7.00 pm, Victory Hall, Stanway Community Centre.**