



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 28th November 2024 at 7pm** when the under-mentioned business will be transacted.

Yours faithfully,

Donna Tristram

Clerk to the Parish Council

22nd November 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 26th September 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 15th October & 5th November 2024
 - b) **Corporate Governance Committee** meetings held on 9th October & 13th November 2024
 - c) **Community Services Committee** meeting held on 8th October 2024
 - d) **Staffing Committee** meeting held on 5th November 2024
 - e) **Community Assets Committee** meeting held on 20th November 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.
9. To **RECEIVE** a presentation from Essex County Council's Low Carbon Project Officer regarding various schemes and grants currently available for providing greener energy and an

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Environment Project Officer regarding the Local Nature Recovery Strategy (LNRS) and **CONSIDER** and **APPROVE** any decisions.

10. To **CONSIDER** any actions arising from matters brought to the Council's attention during Public Participation
11. 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
12. **Clerk's Report**-To **RECEIVE** an update regarding ongoing actions from previous meetings and **APPROVE** any actions (*per circulated report*)
13. **RFO Report** – To **RECEIVE** an update regarding ongoing actions from previous meetings and approve any actions (*per circulated report*)

14. To **CONSIDER** and **APPROVE** Corporate Governance Committee's proposed investment accounts, together with associated and necessary policy revision:

| <u>Deposit</u> | <u>Provider</u> | <u>Name of Account</u> | <u>Notice Period</u> |
|----------------|--------------------|--------------------------|----------------------|
| £150,000 | Unity Trust Bank | Current Account | None |
| £100,000 | Unity Trust Bank | Instant Access Savings | None |
| £100,000 | Cambridge BS | Instant Access Savings | None |
| £100,000 | Buckinghamshire BS | 30 days' notice deposit | 30 days |
| £100,000 | Buckinghamshire BS | 120 day's notice deposit | 120 days |

To **APPROVE**, as a short-term measure to make best use of cash until new accounts can be opened, transfer of £200,000 from the current account to the savings account with Unity Trust Bank.

15. To **APPROVE** bank signatories for above investment bank accounts.
16. To **REVIEW** and **APPROVE** redraft of Financial Regulations as proposed by Corporate Governance Committee.
17. To **APPROVE** any expenditure over £ 10,000 as proposed by any committee, including the recommendation from Community Assets to accept the quote from DA Cant Ltd for Silver Witch Green Pathway widening project, subject to an Enover Grant being awarded.
18. To **CONSIDER** and **APPROVE** S106 project scheme update for Colchester City Council and to enable Corporate Governance to factor in any necessary SPC 2025/6 and beyond budgetary provision.
19. To **RECEIVE** an update from the Jansma Working Group and **AGREE** any decisions.
20. To **CONSIDER** and **APPROVE** the following recent documents regarding the Annual Governance & Accountability Return (AGAR) and audit process:
 - (i) External Auditor's Conclusion of AGAR for 2023-24
 - (ii) Independant report on the effectiveness of the internal audit for 2022-23
 - (iii) Review of Internal/External Audit Recommendation Report carried out by the Corporate Governance Committee

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21. To RECEIVE Written Reports and Verbal Updates from Outside Bodies

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|---|--|
| 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 | |

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

23. 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.

24. Date and time of next meeting - the next scheduled meeting of the Parish Council will take place on **Thursday 30th January 2025 at 7pm, Victory Hall, Stanway Community Centre.**