



Stanway

Parish Council

Parish Clerk: Donna Tristram

Victory Hall, Villa Road,
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21/14

Minutes of the Parish Council Meeting held at 7pm on Sept 30th 2021 in the Victory Hall

Present: Cllrs J Spademan (Deputy Chair), Chambers, Cotter, Norton, Singh & Cllr Williams (from Item 11).
The Parish Clerk and Mrs Ann Norton were also present

1. **Chair's Welcome** – Cllr Spademan acting as Chair, gave a welcome to all attending
2. **Apologies for Absence**–Apologies were received & accepted from Cllrs Baines, Bloomfield, Botha, Dundas & Jordon
3. **Declaration of Interests** - to **RECEIVE** delegated Declaration of Interest Dispensation decisions or **APPROVE** such dispensation requests where required. Cllr John Norton declared an interest in Item 10 and abstained from voting.
4. **Public Participation – None**
5. **Minutes of the Parish Council Meeting of 29th July 2021 - RESOLVED** - to approve the Minutes (previously circulated) of 29/07/2021 as a true and accurate record.
6. **RESOLVED** - to adopt the following **Committee Reports** -see <https://www.stanwaypc.org.uk/council-meetings.html>
 - a) **Planning Committee**: To note the (draft) minutes (*previously circulated*) held on 3rd & 17th August & 7th Sept 2021
 - b) **Corporate Governance Committee**: To note the (draft) minutes (*previously circulated*) held 11th Aug & 8th Sept '21.
 - c) **Community Assets Committee**: To note the (draft) minutes (*previously circulated*) held on 22nd September 2021
 - d) **Community Services Committee**: To note the (draft) minutes (*previously circulated*) held on 14th September 2021
 - e) **Burial Ground Sub-Committee**: To note the (draft) minutes (*previously circulated*) held on 7th September 2021
7. **Essex County Councillor's Report** – None received
8. **Borough Councillors' Reports** – None received
9. To **CONSIDER** any actions arising from matters brought to the Council's attention during Public Participation – **NONE**
10. To **RECEIVE** applications to become a Parish Councillor or to **APPROVE** any changes to the membership of the Committees of the Parish Council. On receipt of an application to become a councillor and, after introductions and discussion, it was **RESOLVED** to co-opt Mrs Ann Norton as a Parish Councillor, and to appoint her as a member of the Planning Committee immediately. Cllr Williams also confirmed his intention to step down from the Quarry Liaison Group due to work commitments.
11. **Clerk's Report**
 - a. To **RECEIVE** an update and act on any ongoing action items from previous meetings, per the circulated list – **NOTED**.
The Clerk will write to the land agent of the Drought Garden area expressing the Council's concern regarding cars crossing the newly proposed walkway/cycle route to reach additional parking.
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

Draft until signed.....Chair

Date...../...../20.....

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Stanway Parish Council PAYMENTS LIST

Voucher Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
205	10/08/2021		1. Unity Trust Bank		Website Maintenance	Zcommune	S	425.00	85.00	510.00
206	23/08/2021		1. Unity Trust Bank	Standing Order	Grounds Maintenance	Dines Agri Services	X	500.00	0.00	500.00
207	29/08/2021		2. Barclays Main C/A	Direct Debit	Bank charges	Barclays Bank	X	6.00	0.00	6.00
208	02/09/2021		1. Unity Trust Bank	Direct Debit	Telephones & Broadband	New Star Networks Ltd	S	172.99	34.60	207.59
209	02/09/2021		1. Unity Trust Bank	Standing Order	IT Support	I.T. Saint	S	129.10	25.82	154.92
210	02/09/2021		1. Unity Trust Bank	Standing Order	IT Support	I.T. Saint	S	99.00	19.80	118.80
216	02/09/2021		1. Unity Trust Bank	Standing Order	HW Allowance	C Clouston	X	18.00	0.00	18.00
217	02/09/2021		1. Unity Trust Bank	Standing Order	HW Allowance	D Lines	X	18.00	0.00	18.00
218	02/09/2021		1. Unity Trust Bank	Standing Order	HW Allowance	Donna Tristram	X	18.00	0.00	18.00
219	02/09/2021		1. Unity Trust Bank	Standing Order	HW Allowance	A Ward	X	18.00	0.00	18.00
220	02/09/2021		1. Unity Trust Bank		Pension payments	Essex Pension Fund	X	1,842.47	0.00	1,842.47
222	02/09/2021		1. Unity Trust Bank		Travel Expenses	Donna Tristram	X	10.80	0.00	10.80
223	02/09/2021		1. Unity Trust Bank		Zoom subscription	Donna Tristram	S	35.97	7.19	43.16
224	02/09/2021		1. Unity Trust Bank		Travel Expenses	C Clouston	X	28.80	0.00	28.80
225	02/09/2021		1. Unity Trust Bank		Postage	C Clouston	E	13.35	0.00	13.35
226	02/09/2021		1. Unity Trust Bank		Telephones & Broadband	C Clouston	X	10.00	0.00	10.00
227	02/09/2021		1. Unity Trust Bank		Postage	D Lines	E	2.25	0.00	2.25
228	02/09/2021		1. Unity Trust Bank		Printer supplies	D Lines	S	156.57	31.31	187.88
229	02/09/2021		1. Unity Trust Bank		Postage	A Ward	E	7.92	0.00	7.92
230	02/09/2021		1. Unity Trust Bank		MW Locum	M Basham	X	144.00	0.00	144.00
231	02/09/2021		1. Unity Trust Bank		Street Lighting Maintenance	ABJ Lighting	S	369.00	73.80	442.80
232	02/09/2021		1. Unity Trust Bank		Wasp control	Royds Services	X	55.00	0.00	55.00
233	02/09/2021		1. Unity Trust Bank		Tree Maintenance	TWH Tree & Garden Service	X	300.00	0.00	300.00
234	02/09/2021		1. Unity Trust Bank		Grounds Maintenance	TBS Hygiene Ltd	S	225.00	45.00	270.00
235	07/09/2021		1. Unity Trust Bank		Printer lease	Corona Corp Solutions Ltd	S	118.58	23.72	142.30
236	07/09/2021		1. Unity Trust Bank		MW Tools and supplies	Kent Bluehill	S	74.73	14.95	89.68
237	07/09/2021		1. Unity Trust Bank		Street lighting electricity	Colchester BC	S	1,236.70	247.34	1,484.04
238	07/09/2021		1. Unity Trust Bank		Refund	SVHMC	X	34.25	0.00	34.25
239	07/09/2021		1. Unity Trust Bank	Standing Order	Street Lighting Maintenance	ABJ Lighting	S	127.30	25.46	152.76
240	07/09/2021		1. Unity Trust Bank		Streetlight replacement	ABJ Lighting	S	369.00	73.80	442.80
Total								6,565.78	707.79	7,273.57

Excludes Net Salaries, PAYE & NI, totalling £ 6225.64

b. To AUTHORISE contracts or project expenditure exceeding any committee's £10,000 delegated authority - **NONE**

13. To DISCUSS and **DECIDE** the New Community Centre's name and whether to fund the self-contained rest room facility as originally requested by SPC. **AGREED** to carry out community engagement on social media and notice boards asking residents for name suggestions before the end of October deadline. **AGREED** not to proceed with funding the rest room facilities – the Clerk will advise CBC.

14. To further DISCUSS the dangerous pavement parking on either side of Holly Road, Stanway. **AGREED** that no further action could be taken as cars are legally parked and generally belong to residents of the road.

15. Reports from Outside Bodies

- a) Colchester Association of Local Councils - No report
- b) Village Hall Management Committee – A written update provided by the Secretary of SVHMC was read out during the Clerk's Report.
- c) School Governors – Cllr Norton will feed back Councillor's continued concerns regarding taxi drivers arriving very early to collect children from Lexden Springs School
- d) Quarry Liaison Group – The Clerk advised that new licences for ECC HGV's restricting their movement on certain roads are in the process of being drawn up
- e) Footpath/Tree Warden/Hedgerow Officer - Nothing to report
- f) Bus Passenger Representative – No report
- g) Rosemary Alms Houses – No Report
- h) Tri-Parish London Road Task Force – The Clerk advised that CBC have been contacted to enquire if an Air Quality Assessment would help. Cllrs Bentley and Barber are open to considering a meeting to discuss options.

16. Items referred/requested for consideration by Committees or Members of the Parish Council:- NONE

17. Information Update - to receive oral updates from Members on matters affecting the Parish – Cllrs discussed the necessity of the pedestrian crossing on the Western Approach Road between Sainsburys and Frankie and Benny's which has recently been removed. The Clerk will advise CBC and Essex Highways of the Council's concerns.

18. 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 - **NONE**

19. Date and time of next meeting - the next scheduled meeting of the Parish Council will take place on **Thursday 28th October at 7.00 pm** - Venue to be advised.

The Chairman closed the meeting at 8.49 p.m.