



# 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

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### Minutes of the Corporate Governance Committee Meeting held on 11<sup>th</sup> January 2024 at 7pm in the Conference Room, Victory Hall

Present: Cllrs Cotter (Chair), Baines, Hagon, Seabrook & Spademan, the Clerk & RFO

1. Cllr Cotter welcomed all present. No apologies were received
2. **Declarations of Interest** – None were declared
3. **Public Participation** – None present
4. **APPROVED** & the Chair signed the minutes of the Corporate Governance meeting held on 13<sup>th</sup> December 2023
5. **Clerk's Report - RECEIVED and NOTED.** Dissatisfaction in recent City Council correspondence regarding Stanway's Section S106 allocation were debated. Cllr Hagon stated this could be raised at City Planning Meetings and Cllr Baines expressed the idea of addressing this through the local press.
6. **RFO Report**
  - (i) **APPROVED** expenditure for on-line payment of invoices where required (*a list of payments were circulated & verified against scanned invoices prior to the meeting & signed as agreed by Cllr Cotter during the meeting in accordance with Fin. Regs. Refer RFO Report for Payment List <https://www.stanwaypc.org.uk/uploads/24-01-rfo-report-to-cgc-abridged.pdf?v=1704713094>*)
  - APPROVED** late presentation of Gallagher Insurance invoice @ £ 952.62
  - (ii) **RECEIVED & NOTED** interim Finance Reports & **APPROVED** a full Bank Reconciliation conducted by **Cllr Cotter** during the meeting. There remains an unreconciled credit £231.95, pending receipt of bank statements.
  - (iii) **VIREMENTS – APPROVED:-**

Value	Transfer From (with Cost Code)	Transfers to (with Cost Code)
£2000	General Reserves	Capital Expenditure (208)
For <b>APPROVAL</b> of the capital purchase of a replacement Lawn Mower as specified		
£2000	Grounds Maintenance (31)	Burial Ground (57)
  - (iv) **REVIEWED** large capital projects, reserves & budget reports
  - (v) **RECEIVED** an update on the Council's cash investments:-  
The Nationwide Account has been closed and funds will be released in accordance with terms (ie., 26.01.24 & 19.03.24 settlement).  
Barclays have responded regarding the delay in closing the account offering £ 100 compensation. Cllr Baines has been added as a signatory, so will call to close the accounts.

Draft until signed..........Chair

Date 15/01/2024

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The investments can be reconsidered in accordance with approved Investment Policy on return of full funds

7. **REVIEWED & AGREED** final changes to draft of Budget Inputs for 2024-25 and Revenue Expenditure, Capital Expenditure and Earmarked Reserves (Item 8 RFO Report) for **APPROVAL** by Full Council 25<sup>th</sup> January 2024. The RFO was thanked & commended for all his hard work in producing this well presented budget report
8. **REVIEWED** retendering supplier contracts expiring 31 March 2024. The following re-tenders will be carried out for:-
  - Grounds Maintenance
  - Waste Collection
  - Tree Surgeon Services

The maintenance contract for Streetlights services will also be quantified to this Committee
9. **Local Highways Panel (LHP) report** – No Proposals
10. **Corporate Governance Review** – No items for consideration
11. **Warren Lane Strategic Function Improvements** - No updates. The Clerk has chased Essex Highways from an update on their recent feasibility report (now overdue)
12. **CONSIDERED & AGREED** further additional supporting information regarding the Roman River, A12 and transport links with Layer de la Haye, Birch, Copford and Marks Tey will be included in the consultation response to the Local Government Boundary Commission for England's proposed boundary changes for Essex County Council Divisions (consultation deadline, 19<sup>th</sup> February 2024). Cllr Spademan will provide an updated submission.
13. **RECEIVED** an update from the Clerk in relation to Jansma Park Working Group:-
  - Searches:-
  - Chancel - Received
  - Drainage & Water - Received
  - Environmental – Received - Clerk has contacted Colchester City Council regarding the neighbour's land.
  - Local Search – Part Received (pending clarification of map boundary)
  - Highways Search – Outstanding

Solicitor's Additional Enquiries and Pre-Contract Enquiries are also still outstanding

The new neighbour's farmer has agreed to farm the field under an annual Contract Farming Agreement
14. **Corporate Identity Working Group Update** - A Photo Competition has been launched for new website/social media

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15. **Information Update:-**

- Cllr Hagon advised, in his capacity as Stanway Ward Councillor, an LHP speed review proposal may follow regarding Halstead Road
- Cllr Baines raised concerns about Villa Road Speeding, particularly in view of the surrounding schools and nursery children and offered to work with the Community Policing Team re: Community Speed Watch.

16. **Agenda Items for Committees / next Council Meeting:-**

- **Full Council** to approve draft 2024/5 budget proposal
- **Jansma Park Working Group** to consider drainage issues into Church Lane
- **Planning Committee** to ensure comments regarding local projects that S106 could fund are fed back on planning application responses

17. **To confirm the date & time of the next meeting– Thursday; 15<sup>th</sup> February 2024,** subject to hall availability, at 7pm, Committee Room, Victory Hall, Stanway Community Centre, Villa Road