



# Stanway

## Parish Council

Deputy Parish Clerk: Catherine Clouston  
Victory Hall, Villa Road,  
Stanway, Essex CO3 0RH

P: +44 (0) 1206 542221  
E: deputyclerk@stanwaypc.org.uk

Dear Councillor,

You are hereby summoned to the forthcoming meeting of the Community Services Committee to be held via the Zoom teleconferencing application on **TUESDAY 13<sup>th</sup> OCTOBER 2020** at 8pm when the under-mentioned business will be transacted.

*This follows the Local Authorities (Coronavirus) (Flexibility of Local Authority Meetings) (England) Regulations 2020 and is otherwise supported by the Council's own emergency protocols agreed at its Extraordinary Meeting of 18<sup>th</sup> March 2020.*

**\*\*\*Members of the public are invited to contact the Deputy Clerk via email if they wish to "attend" this meeting\*\*\***

Yours faithfully,

Deputy Clerk and RFO to the Parish Council

8<sup>th</sup> October 2020

### AGENDA

#### 1. Chairman's Welcome

#### 2. Apologies for Absence

**3. Declaration of Interests** - 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. To **RECEIVE** delegated Declaration of Interest Dispensation decisions or **APPROVE** dispensation requests as required.

#### 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 3 minutes per person at the discretion of the Chairman.

**5. Minutes of the Committee Services Committee Meeting of Tuesday 8th September 2020 - To APPROVE** the minutes of that meeting which have been circulated.

**6. To RECEIVE** a report from the Clerk with a financial report.

**7. To APPROVE** any changes to the membership of the Committee with its terms of reference stating that it should have a maximum of six members or to ask the Full Council to increase the permitted membership (and to what number).

**8. To RECEIVE** reports on local community events organised or supported by the Parish Council, with related expenditure, which have taken place. **a. The Macmillan Cake-Away Event**

**9. Future Events** – to **CONSIDER** the arrangement and management of, or participation in local community events, with related expenditure, whether organised by the Parish Council or other organisation:  
**a. Community Coffee Morning b. Tree Give-away c. Christmas Fair d. Christmas Children's Event e. Quiz Night f. Event/Project Calendar**

## Stanway Parish Council

- 10. Communications** - to **CONSIDER** all matters, including redesign, upgrade or replacement, and expenditure relating to the Parish Council's external communications (e.g. website, social media, projected images, etc).
- 11. Community Safety** – to **CONSIDER** all matters and expenditure relating to community safety (e.g. crime and disorder, road safety, Local Highways Panel, etc) – **Special Constables / LHP update / future projects**.
- 12. Community Services** - to **CONSIDER** all matters and expenditure relating to community services (current or proposed) managed or under the responsibility of the Parish Council – **Defibrillators; Foodbank; Christmas lights; Electric Car Charging point**.
- 13. Evaluation and delivery of new services to the community in the 2020/21 Civic Year that could be provided now and out of the new Community Centre from 2021 onwards (referral from Full Council).**
- 14. Items for future meetings, other committees or Full Council.**
- 15. To CONFIRM** the date of the next Community Services Committee Meeting will be held on Tuesday 10<sup>th</sup> November at 7.00pm in a venue to be advised.