



# Stanway

## Parish Council

Donna Tristram, Parish Clerk  
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Dear Councillors,

You are hereby summoned to the forthcoming Corporate Governance Committee Meeting of Stanway Parish Council to be held via the Zoom application on Wednesday 12<sup>th</sup> June 2024 at 7.00pm for the purposes of transacting the business shown on the Agenda.

*This follows the Local Authorities (Coronavirus) (Flexibility of Local Authority Meetings) (England) Regulations 2020*

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

Kind regards

D Tristram

Clerk & RFO to the Parish Council

7<sup>th</sup> June 2024

### AGENDA

**1. Chair's welcome and election of Chair and Deputy Chair**

**2. To record and approve apologies for absence**

**3. Declarations of Interest**

Councillors to declare a Disclosable Pecuniary, Other Pecuniary or Registerable Non-Pecuniary interest on any matters covered by this Agenda. Members are reminded that, when considering any item, if it becomes clear that they have an interest, they must declare it.

**4. Public Participation**

The Chair 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 and limited to 3 minutes per person at the discretion of the Chair.

The public may ask questions relating to the work and services of the Council. Questions may not always be answered at the meeting, but they will be dealt with appropriately. If a question is to be discussed by councillors, it will be added to the agenda for the next Council meeting or passed to the relevant committee.

**5. Minutes of the Corporate Governance Committee meeting of 8<sup>th</sup> May 2024**

To **APPROVE** the minutes of the meeting held on 8<sup>th</sup> May 2024 (*previously circulated*)

**6. Clerk's Report**

a) To **RECEIVE** an update on any ongoing action items from previous meetings, per the circulated lists

**7. RFO Report**

To **RECEIVE** an update regarding ongoing financial matters and;

(i) **RECEIVE** the list of payments and **APPROVE** expenditure

(ii) **APPROVE** any virements

(iii) **DECIDE** on the Council's cash investments in accordance with the Council's Investment Policy intermediate expenditure for on-line payment and sign cheques where required (*a list to be*

**8. To REVIEW** the latest Local Highways Panel (LHP) Report and **CONSIDER** any **RESPONSES** and **PROPOSALS** for immediate schemes from the 2024/5 budget

**9. To CONSIDER** proposed agreement for Stanway Village Hall Management Committee with a view to Full Council approval

**10. CORPORATE GOVERNANCE REVIEW**

(i) To **RECEIVE** an update from the latest Internal Audit Report and **DECIDE** on any actions

(ii) To **APPROVE** revised Corporate Governance Terms of Reference for **APPROVAL** at Full Council

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11. To **RECEIVE** any update from the JANSMA Working Parking Group and **DECIDE** on any actions
12. To **CONSIDER** a programme of verge cutting works of no man's land areas and other known areas of concern
13. **Information Update** - To receive oral updates from members on matters affecting the Parish.
14. **Agenda items for the next meeting.**
15. **To confirm the date and time of the next (virtual) meeting** – Wednesday July 10<sup>th</sup> at 7.00 pm