



# Stanway

## Parish Council

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Dear Councillors,

You are hereby summoned to the forthcoming meeting of Stanway Parish Council to be held in the Victory Hall on **THURSDAY 29<sup>th</sup> JULY 2021 at 7pm** when the under-mentioned business will be transacted.

Yours faithfully,

Clerk to the Parish Council

24<sup>th</sup> July 2021

## AGENDA

### 1. Chairman's welcome and formal notice of the recording of meeting if applicable

### 2. 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 AGM Meeting of 24<sup>th</sup> June 2021 - 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>

- a) **Planning Committee:** To note the (draft) minutes (*previously circulated*) held on 6<sup>th</sup> and 20<sup>th</sup> July 2021
- b) **Corporate Governance Committee:** To note the (draft) minutes (*previously circulated*) held 14<sup>th</sup> July 2021.
- c) **Community Assets Committee:** To note the (draft) minutes (*previously circulated*) held on 21<sup>st</sup> July 2021
- d) **Community Services Committee:** To note the (draft) minutes (*previously circulated*) held on 13<sup>th</sup> July 2021
- e) **Burial Ground Sub-Committee:** To note the (draft) minutes (*previously circulated*) held on 6<sup>th</sup> July 2021
- f) **Internal Audit Committee:** To note the (draft) minutes (*previously circulated*) held on 15<sup>th</sup> June 2021
- g) **Staffing Committee:** To note the (draft) minutes (*previously circulated*) held on 1<sup>st</sup> July 2021

### 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. Borough Councillors' Reports -To receive an oral or written report from any Borough Councillors and to give them the opportunity to respond to any issues raised in Public Participation.

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9. To **CONSIDER** any actions arising from matters brought to the Council's attention during Public Participation.

10. To **RECEIVE** applications to become a Parish Councillor or to **APPROVE** any changes to the membership of the Committees of the Parish Council

## 11. Clerk's Report

a. To **RECEIVE** an update and act on any ongoing action items from previous meetings, per the circulated list.

## 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.

b. To **AUTHORISE** (if required) contracts or project expenditure exceeding any committee's £10,000 delegated authority.

13. To **DISCUSS** the Statutory consultation on Highways England's proposed A12 Chelmsford to A120 widening scheme and file any response before the consultation process ends on 16<sup>th</sup> August 2021

## 14. Reports from Outside Bodies

a) Colchester Association of Local Councils

c) School Governors

e) Footpath/Tree Warden/Hedgerow Officer

g) Rosemary Alms Houses

b) Village Hall Management Committee

d) Quarry Liaison Group

f) Bus Passenger Representative

g) **Tri-Parish London Road Task Force**

## 15. Items referred/requested for consideration by Committees or Members of the Parish Council:-

a. To **RESOLVE** to **APPROVE** the permanent in post position of the Clerk, following successful completion of her probationary period 11<sup>th</sup> July 2021 and completion of the iLCA qualification as recommended by the Staffing Committee

b. To **CONSIDER** comments of Community Assets Committee and **DECIDE** on Stanway Villa's proposed Grass Pitch Maintenance Agreement of the Sports Field.

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

17. **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.

18. **Date and time of next meeting** - the next scheduled meeting of the Parish Council will take place on **Thursday 30<sup>th</sup> September at 7.00 pm** - Venue to be advised.

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## LARGE TEXT AGENDA

1. Chair's welcome and announcement of the recording of the meeting if applicable
2. To record and approve apologies for absence
3. Declarations of Interest
4. Public Participation
5. Approve Minutes of the Full Council Meeting of 24<sup>th</sup> June 2021
6. Adoption of May Committee Reports –refer to the following link  
<https://www.stanwaypc.org.uk/council-meetings.html>
7. Essex County Councillor's Report
8. Borough Councillors' Reports
9. To **CONSIDER** any actions arising from matters brought to the Council's attention during Public Participation.
10. To **RECEIVE** applications to become a Parish Councillor, **APPROVE** changes to Committee memberships or **APPROVE** any (changes to) appointments to outside bodies.
11. Clerk's Report - To **RECEIVE** an update on any ongoing actions
12. RFO Report
  - a) To **RECEIVE** & **APPROVE** Financial Reports
  - b) To **AUTHORISE** expenditure over £10,000 for Committees.
13. To **DISCUSS** and **RESPOND** to the Statutory consultation on Highways England's proposed A12 Chelmsford to A120 widening scheme
14. Reports from Outside Bodies
15. Items referred/requested for consideration by Committees of Members of the Council
16. Information Update – To receive oral updates from Councillors on Parish matters
17. Items for Committees/Next Council Meeting
18. Date and time of next meeting – Thursday 30<sup>th</sup> September at 7pm