



Stanway

Parish Council

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Dear Councillors,

You are hereby summoned to the forthcoming meeting of Stanway Parish Council to be held at Stanway Community Centre on **THURSDAY 26th January at 7pm** when the under-mentioned business will be transacted.

Yours faithfully,

Clerk to the Parish Council

20th January 2023

FULL COUNCIL MEETING AGENDA

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

2. To record and approve 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. To ELECT a Deputy Chair to the Council in accordance with Local Government Act 1972, S15 (6)

5. 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.*

6. Minutes of the Parish Council Meeting 24th November 2022 - To approve the Minutes (previously circulated) as a true and accurate record.

7. Adoption of Committee Reports – see <https://www.stanwaypc.org.uk/council-meetings.html>

To note the (draft) minutes (*previously circulated*) from:

- a) **Planning Committee** meetings held on 06 & 20.12.2022
- b) **Corporate Governance Committee** meetings held on 07.12.22 & 11.01.23
- c) **Staffing Committee** meeting held on 28.11.22

8. 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.

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

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

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

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12. Clerk's Report-To **RECEIVE** an update & action any ongoing items from previous meetings, per the circulated list.

13. 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** contracts or project expenditure exceeding any committee's £10,000 delegated authority
- c). To **AUTHORISE** any virements proposed from Corporate Governance Committee, as detailed in the Finance Officer's report

14. To **APPROVE** and **SIGN** necessary transfer documents to transfer ownership of Silver Witch Green and Lucy Lane South Playgrounds from Colchester City Council to Stanway Parish Council

15. To **CONSIDER** and **APPROVE** an appropriate vehicle for the maintenance operative and if necessary **RESOLVE** to borrowing money in accordance with the Local Government Act 2002, Schedule 1, paragraph 2

16. To **REVIEW** and **APPROVE** the 2023/4 Budget and Precept proposal in accordance with the Local Government Finance Act 1988, S 68, as recommended by Corporate Governance Committee

17. To **CONSIDER** positioning of COVID memorial on Silver Witch Green in response to resident's enquiry.

18. To **CONSIDER** applying for the EALC Winter Warmth Fund Grant to provide food support and winter warmth to families most in need

19. To **ADOPT** Staff Handbook, including any personnel policies as proposed by Staffing Committee

20. To **ADOPT** Health and Safety Policy as proposed by Staffing Committee

21. To **ADOPT** Equality, Diversity and Inclusion Policy as proposed by Corporate Governance Committee

22. To **ADOPT** the Dignity at Work Policy as proposed by Corporate Governance Committee and pass a resolution to sign up to the Civility and Respect Pledge

23. Reports from Outside Bodies

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| a) Colchester Association of Local Councils | b) Village Hall Management Committee |
| c) School Governors | d) Quarry Liaison Group |
| e) Footpath/Tree Warden/Hedgerow Officer | f) Bus Passenger Representative |
| g) Rosemary Alms Houses | h) Winstree Road Working Group Party |

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

25. 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.

26. Date and time of next meeting - the next scheduled meeting of the Parish Council will take place on **Thursday 23rd February 2023 at 7.00 pm, Victory Hall, Stanway Community Centre**