



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

Dear Councillors,

You are hereby summoned to the forthcoming meeting of Stanway Parish Council to be held at Stanway Community Centre on **THURSDAY 27th April at 7pm** when the under-mentioned business will be transacted.

Yours faithfully,

Clerk to the Parish Council

21st April 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. 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 Meeting 30th March 2023 - 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>

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

- a) **Planning Committee** meeting held on 18th April 2023
- b) **Corporate Governance Committee** meeting held on 12th April 2023
- c) **Community Services Committee** meeting held on 19th April 2023
- d) **Community Assets Committee** meeting held on 19th April 2023

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. 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.

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

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10. To **RECEIVE** applications to become a Parish Councillor or to **APPROVE** any changes to the membership of the Committees of the Parish Council. Council to advised of new members who can take office from 9th May, once an Acceptance of Declaration of Office has been signed.

11. Clerk's Report-To **RECEIVE** an update & action any ongoing 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** 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

13. To **REVIEW** and **ADOPT** Investment Policy as proposed by Corporate Governance Committee

14. To **REVIEW** and **ADOPT** Risk Assessment Schedule for 2023/4 as a working document to be managed by Corporate Governance Committee

15. 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

h) Winstree Road Working Group Party

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 and the Council's **Annual General Meeting (AGM)** will take place on **Thursday 23rd May at 7.00 pm, Victory Hall, Stanway Community Centre.**