



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 29th September at 7pm** when the under-mentioned business will be transacted.

Yours faithfully,

Clerk to the Parish Council

23rd September 2022

FULL COUNCIL MEETING 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 Meeting 28th July 2022 - 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 16.08.22 & 06.09.22
- b) **Corporate Governance Committee:** To note the (draft) minutes (*previously circulated*) held on 10.08.22
- c) **Community Assets Committee:** To note the (draft) minutes (*previously circulated*) held on 27.09.22
- d) **Burial Ground Sub Committee:** To note the (draft) minutes (*previously circulated*) held on 06.09.22
- e) **Staffing Committee:** To note the (draft) minutes (*previously circulated*) held on 06.09.22
- f) **Internal Audit Committee:** To note the (draft) minutes (*previously circulated*) held on 15.03.22

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.

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.

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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 **APPROVE** intermediate expenditure for on-line payment of invoices (*a list of payments to be circulated & verified against scanned invoices prior to the meeting in accordance with Financial Regs 5 & 6*)

b)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 **REVIEW & APPROVE** Corporate Governance Committee's revised 2022/23 budget proposal & streamlining of cost codes

d. To **AUTHORISE** any virements proposed from Corporate Government Committee, as detailed in the Finance Officer's report

e. To **APPROVE** amendments to Financial Regulations proposed by Corporate Governance Working Party, including reinstatement of suspended clauses to ensure functionality and continuity of the Council's functions

13. SWAN GREEN WAYLEAVE REQUEST – To **REVIEW & RESOLVE** to permit Gigaclear to lay Full Fibre optic broadband in ducts underground within "land on the north side of London Road, Stanway" (EX869530) through a network access agreement (wayleave).

14. To **AUTHORISE** 2 x grant applications from Community Services grant budget for Hope for Tomorrow Grant @ £1000 towards mobile cancer care units & St Albrights Church grant @ £352.80 towards the roof repairs of the Lychgate War Memorial.

15. To **CONSIDER** status of Stanway Parish Council applying to become a town council

16. To **APPROVE** land registry documents for transfer of ownership from Colchester Borough Council to Stanway Parish Council for both Lucy Lane South and Silver Witch Green park areas.

17. NEW COMMUNITY CENTRE UPDATE –

i) **LEASE** To receive an update on the fully maintaining and insurance lease negotiations

ii) **COST BENEFIT ANALYSIS –** To **RECEIVE** a verbal update regarding the progress being made on a full breakdown of anticipated running costs and estimated income

iii) To **RECEIVE** any updates and **AGREE** on hire out fees for using the Centre

iv) **KITTING OUT COSTS –** To **RECEIVE** a verbal update from CGC Working Party regarding expected expenditure with funding options

18. Reports from Outside Bodies

a) Colchester Association of Local Councils

c) School Governors

e) Footpath/Tree Warden/Hedgerow Officer

g) Rosemary Alms Houses

i) Winstree Road Working Group Party

b) Village Hall Management Committee

d) Quarry Liaison Group

f) Bus Passenger Representative

h) Larger Local Council Forum

19. Items referred/requested for consideration by Committees or Members of the Parish Council

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

21. 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.

22. Date and time of next meeting - the next scheduled meeting of the Parish Council will take place on **Thursday 27th October at 7.00 pm, Victory Hall, Stanway Community Centre**