

STOW MARIES MEETING OF THE PARISH COUNCIL

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Mrs. S.E. Sayer
Clerk to the Council
16 Buttercup Way,
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14th June 2022

Dear Councillor,

You are summoned to join the Meeting of **STOW MARIES PARISH COUNCIL** to be held on **Monday 20th June 2022** commencing at 7.30 p.m. in The Smythe Hall, Church Lane, Stow Maries, when the following business is proposed to be transacted.

Yours sincerely,
Sarah Sayer
Parish Clerk/RFO

Chairman: Cllr. Matthew Cooper
Vice Chairman: Cllr Neil Gilmore
Councillors: Cllrs:- David Hopping & Debbie Driver

Declaration of Acceptance to be signed by Adam Brown, before being able to join the meeting as the new Parish Councillor.

A G E N D A

22-23/019 APOLOGIES

22-23/020 DECLARATIONS OF INTEREST/CODE OF CONDUCT

- a) To receive any declarations of interest for any agenda
- b) To discuss and decide whether to adopt the new Code of Conduct in line with Maldon District Council as advised by Simon Quelch, the Lead Legal Specialist and Monitoring officer. All information has been circulated.

22-23/021 MINUTES OF PREVIOUS PARISH COUNCIL MEETING – 16-5-2022

- a) To receive, review any amendments, approve and sign the minutes of the Parish Council meeting held on Monday 16th May 2022.

22-23/022 REPORT FROM DISTRICT COUNCILLOR

- a) To receive an update in person or a report from the District Councillor.

22-23/023 REPORT FROM COUNTY COUNCILLOR

- a) To receive an update in person or a report from CClr Jane Fleming.

22-23/024 QUESTIONS FROM THE PRESS AND PUBLIC

An opportunity for members of the public to speak and raise issues.

22-23/025 PLANNING MATTERS

- a) Planning Applications:-
 - i) Application No: 22/00600/HOUSE PP-11244042
 - Proposal: Proposed attached cart lodge.
 - Location: All Saints Woodham Road Stow Maries Essex
- b) Planning correspondence received over the course of the month and circulated via e-mail:
 - i) List of planning applications 20-24 to be noted
 - ii) List of planning decisions and appeals 20-24 to be noted
 - iii) Planning Decisions:- None at the time of writing.
- c) **MALDON DISTRICT COUNCIL - LOCAL DEVELOPMENT PLANNING**
 - i) Update if available.
- d) **BRADWELL B**
 - i) Notes from meeting held on 17/5/22 have been circulated. Next Bradwell B Forum Meeting will be sometime in the Autumn. Date to be confirmed.
- e) **STOW MARIES GREAT WAR AERODROME**
 - i) General update regarding the SMGWA and to make any decisions necessary.

22-23/026 HIGHWAY & PUBLIC RIGHTS OF WAY ISSUES

To receive updates on outstanding highways issues *and* an opportunity for members to raise any new highways issues and make decisions accordingly.

a) Local Highways Panel –

- a) Update on Scheme request if available & on LHP meeting that took place on 10/12/2021) entered to LHP – Proposal for measures to reduce the high approach speeds of traffic entering the village 30mph limit from a Westerly direction (Lower Woodham Road) LHP March Minutes have been circulated - next meeting will be held on 28th June 2022.
- b) **Railway Way Bridge Repairs** and resurfacing– Church Lane – update from Highways England – Matt Irwin and ECC Highways.
- c) Update regarding the United Dengie Councils & the SWF Road infrastructure and to make any decisions accordingly.

22-23/027 FINANCE

- a) To receive payments and receipts for June 2022 & to review and approve.
- b) To review and sign off the bank reconciliation to 31st May 2022 to bank statements.

- c) Update on bank mandate change with Barclays.
- d) To review, approve and sign off the internal audit and year end documentation.

- i) To Sign and date Certificate of Exemption AGAR 2021/22 Form 2

- ii) To note the Internal Audit Report 21/22

- iii) To Sign and Date the Annual Governance and Accountability Return 21/22

- Form A

- iv) To Sign and Date the Section 2 Accounting Statements 2021/22

22-23/028 STANDING ORDERS/FINANCIAL REGULATIONS AND FINANCIAL & MANAGEMENT ASSESSMENT - REVIEW.

- a) Members to review the Standing orders and agree
- b) Members to review the Financial Regulations and agree
- c) Members to review the Financial and Management Risk Assessment and agree.

22-23/029 LOCALITY FUND - BENCH FOR THE SMYTHE HALL

- a) Update and to make any decisions necessary.

22-23/030 INFORMATION EXCHANGE AND ITEMS FOR THE NEXT MEETING

22-23/031 DATE OF THE NEXT MEETING – Monday 2022 at 7.30 p.m.

22-23/032 ALL BUSINESS HAVING BEEN TRANSACTED THE CHAIR THANKS EVERYONE FOR ATTENDING & CLOSES THE MEETING.