

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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7th December 2022

Dear Councillor,

You are summoned to join the Meeting of **STOW MARIES PARISH COUNCIL** to be held on **Monday 12th December 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 & Adam Brown

A G E N D A

22-23/060 APOLOGIES

22-23/061 DECLARATIONS OF INTEREST/CODE OF CONDUCT

- a) To receive any declarations of interest for any agenda

22-23/062 MINUTES OF PREVIOUS PARISH COUNCIL MEETING – 17-10-2022

- a) To receive, review any amendments, approve and sign the minutes of the Parish Council meeting held on Monday 17th October 2022.

22-23/063 REPORT FROM DISTRICT COUNCILLOR

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

22-23/064 REPORT FROM COUNTY COUNCILLOR

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

22-23/065 QUESTIONS FROM THE PRESS AND PUBLIC

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

22-23/066 PLANNING MATTERS

- a) 22/05028/DET | Compliance with conditions notification 21/00252/FUL
(Construction of 3no detached dwellinghouses and garages.) Condition 3 -
External surfaces materials - to discuss and make a decision on the concerns
raised relating to the materials being used on this site.
- b) Planning correspondence received over the course of the month and circulated
via e-mail:
 - i) List of planning applications 41-49 to be noted
 - ii) List of planning decisions and appeals 41-49 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) Update if available.
- e) **STOW MARIES GREAT WAR AERODROME**
 - i) General update regarding the SMGWA and to make any decisions
necessary following a recent meeting.
 - ii) Update on request for signs up Crows Lane and to make any
decisions.

22-23/067 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 –**
Update on Scheme request if available regarding – Proposal for measures to
reduce the high approach speeds of traffic entering the village 30mph limit
from a Westerly direction (Lower Woodham Road) previous Minutes have
been circulated.
- b) **Speed Management Strategy Review**
This item to be temporarily suspended from the Agenda until an upate is
received from ECC.
- c) **Railway Way Bridge Repairs** and resurfacing– Church Lane – update from
Highways England – Matt Irwin and ECC Highways.
- d) The meeting arranged by the United Dengie Councils on Tuesday 29th November
at 7.30 p.m. in Bradwell On Sea Village Hall, was cancelled due to lack of
sufficient response. Members need to discuss & decide
 - i) To formally minute that Stow Maries Parish Council will contribute up
to £500 to the crowd funding for a further transport survey.
 - ii) Also to discuss and decide whether Stow Maries could be used as the
bank for all the contributions from other Parish Councils to be ring fenced
and paid to SCP direct.

22-23/068 FINANCE

- a) To receive payments and receipts for November 2022 & and December 2022 and to review and approve.
- b) To review and sign off the bank reconciliation to 31st October 2022 & 30th November 2022 to bank statements.
- c) To review and approve the budget/precept for 2023/24.
- d) Update on bank mandate change with Barclays and to initial and resign certain documents.
- e) To review and approve the use of John Watson as the internal auditor at the quoted cost of £110.
- f) Members to note that PKF Littlejohn have been appointed as external auditors for the next 5 year period
- g) To note that the re-declaration to the Pensions Regulator has been made effective 7/12/2022 and is not due again for another 3 years.
- h) To discuss and decide whether Clerk can attend Election Briefing at a cost of £45.00 in readiness for 2023 election.

22-23/069 LOCALITY FUND - HEDGING

- a) Update regarding the landowner in front of the Car Wash.

22-23/070 LAUNCH OF FOOD SUPPORT AND WINTER WARM ESSENTIALS

- a) To discuss & decide whether there is a need for an application to this fund.

22-23/071 ACCESS TO VILLAGE HALLS/PARISH HALLS "BEAT SURGERIES"

- a) To discuss and decide what action to take regarding setting up Beat Surgeries.

22-23/072 INFORMATION EXCHANGE AND ITEMS FOR THE NEXT MEETING

22-23/073 DATE OF THE NEXT MEETING – Monday 16th January 2023 at 7.30 p.m.

22-23/074 ALL BUSINESS HAVING BEEN TRANSACTED THE CHAIR THANKS EVERYONE FOR ATTENDING & CLOSES THE MEETING TO MEMBERS OF THE PUBLIC & PRESS.

CONFIDENTIAL - AGENDA

In accordance with s.1 of the Public Bodies (Admission to Meetings) Act 1960 to resolve that in view of the confidential nature of the business to be discussed it is in the opinion of the Committee advisable in the public interest that the public and press be temporarily excluded and they be instructed to withdraw.

22-23/075 CLERKS SALARY/BACK PAY & OFFICE ALLOWANCE

- i) Members to review the two amounts of back pay due in accordance with NALC notification.
- ii) Members to review the office allowance due to the recent increase in the cost of living.
- ii) Members to review and approve an increase in payscale in accordance with the Clerk's Contract of Employment. If it is deemed that the Clerk has carried out

her duties in a professional and efficient manner then effective the 1st April of each year a raise in the payscale is usually justified. This raise would be back dated to 1st April 2022.

All figures are noted on the spreadsheet previously circulated.