

Stow Maries Parish Council

MINUTES OF THE MEETING OF THE PARISH

HELD ON MONDAY 12th December 2022

in Smythe Hall, Church Lane at 7.30 p.m.

Cllr Cooper welcomed all those present. The meeting started at 7.30 p.m.

COUNCILLOR ATTENDEES AND OTHER ATTENDEES

Chairman: Councillor M Cooper
Members: Councillors:- Neil Gilmore, David Hopping, Debbie Driver & Adam Brown
District: Apologies
Essex CC CClr Jane Fleming
In attendance: Mrs Sarah Sayer – Parish Clerk/RFO
Members of Public: 0

22-23/060 APOLOGIES

Apologies from District Councillor White.

22-23/061 DECLARATIONS OF INTEREST

- a) No declarations of interest were made at this point in the meeting for any agenda items.

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

- a) The minutes of the Parish Council meeting held on 17th October 2022 were reviewed and approved. Proposed: Cllr Cooper Seconded: Cllr Hopping.

22-23/063 REPORT FROM DISTRICT COUNCILLOR

- Budgets under pressure
- Staffing is a problem especially in planning.
- Head of Planning leaving MDC in May 2023.
- Report being sent through to Clerk regarding housing/planning by DC Fleming

22-23/064 REPORT FROM COUNTY COUNCILLOR

- Monthly report had been sent through and circulated.
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22-23/065 QUESTIONS FROM THE PRESS AND PUBLIC

An opportunity for members of the public to speak and raise issues.
no members of the public present.

22-23/066 PLANNING MATTERS

- a) 22/05028/DET | Compliance with conditions notification 21/00252/FUL (Construction of 3no detached dwelling houses 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.
Members discussed the use of the variegated colour bricks which had already been approved by Maldon District Council and it was decided to ensure any

Signed by the Chairman.....
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future planning applications that details referring to brickwork are more specific.

- b) Planning correspondence received over the course of the month and circulated via e-mail:
 - i) List of planning applications 41-49 noted
 - ii) List of planning decisions and appeals 41-49 noted
 - iii) Planning Decisions:- None at the time of writing.
- c) Maldon District Council - Local Development Plan
 - i) No news
- d) **BRADWELL B**
 - i) No news.
- e) **STOW MARIES GREAT WAR AERODROME**
 - i) No update available regarding the SMGWA.
 - ii) No news on request for signs up Crows Lane and to make any decisions.

22-23/067 HIGHWAY & PUBLIC RIGHTS OF WAY ISSUES

- a) **Local Highways Panel –**
 - a) There is no update on this scheme – Proposal for measures to reduce the high approach speeds of traffic entering the village 30mph limit from a Westerly direction (Lower Woodham Road). The speed management review is still to be finalised.
- b) **Speed Management Strategy Review**

Cllr Scott responded to Clerk's request for an update and stated that a road hierarchy review needs to take place before the speed management strategy review can be carried out.
- c) **Railway Way Bridge Repairs -**
- d) United Dengie Councils meeting was cancelled due to lack of response.
 - i) Members resolved to make a contribution to the SCP report in the amount of £250.00 and agreed to hold the funds of the other Parish Councils and make one payment to SCP but not before all funds have been received.

22-23/068 FINANCE

- a) Members reviewed and approved the payments and receipts for November and December 2022 & Cllr Cooper and Cllr Brown signed the sheet.
- b) The bank reconciliation to 30th September 2022 was signed off to the bank statements. Proposed: Cllr Cooper and Seconded Cllr Brown.
- c) Clerk went through the budget/precept proposed changes for 23/24 and members discussed and agreed to increase the precept by 3% making it for £7019.98. Proposed: Cllr Cooper and Seconded by all present.

Cllr Driver arrived at this point in the meeting due to family emergency.

- d) Barclays have lost the mandate and new forms have been filled in and been signed. Clerk to send off special delivery.

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- e) Members approved the use of John Watson as internal auditor at £110.
AGREED
- f) Members noted that PKF Littlejohn have been appointed as external auditors for the next 5 year period.
- g) Members noted the re-declaration to Pensions Regulator has been made effective 7/12/22 and is not due again for another 3 years.
- h) Members agreed for the Clerk to go on Election training at £45.00.

22-23/069 LOCALITY FUND – BENCH FOR THE SMYTHE HALL

- a) It was agreed to take this off the Agenda and not pursue.

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

- a) Members discussed and decided it was not necessary as far as aware the local public house did this.

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

- a) Clerk to liaise with Smythe Hall Committee.

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

No items were raised under this heading.

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 THANKED EVERYONE FOR ATTENDING AND CLOSES THE MEETING TO MEMBERS OF THE PUBLIC & PRESS

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CONFIDENTIAL - MINUTES

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

Clerk explained that the NALC new scales and asked members to agree t the following:-

- i) Members to review the two amounts of back pay due in accordance with NALC notification. AGREED
- ii) Members to review the office allowance due to the recent increase in the cost of living. AGREED
- ii) Members to review and approve an increase in pay scale 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 pay scale is usually justified. This raise would be back dated to 1st April 2022. AGREED

All figures are noted on the spreadsheet previously circulated.

Attached spreadsheet giving back dated amounts.

Signed by the Chairman.....
Cllr Matthew Cooper

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