

Stow Maries Parish Council

MINUTES OF THE ANNUAL GENERAL MEETING OF THE PARISH

HELD ON MONDAY 16TH MAY 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.
District: Cllr Sue White.
Essex CC CClr Jane Fleming .
In attendance: Mrs Sarah Sayer – Parish Clerk/RFO
Members of Public: 1

22-23/001 ELECTION OF CHAIR

- a) Cllr Matthew Cooper was Prop: Cllr Gilmore Sec: by Cllr Hooper.
- b) Cllr Cooper signed the Acceptance of Office form.

22-23/002 ELECTION OF VICE-CHAIR

- a) Cllr Neil Gilmore was Prop: Cllr Cooper and Sec: by Cllr Driver.
- b) Cllr Gilmore signed the Acceptance of Office form.

22-23/003 ELECTION OF REPRESENTATIVES

Members discussed each taking up a role, but it was decided that everything would be decided on availability at the time as to which member could attend at the time. Cllr Gilmore to continue as the representative at the Stow Maries Great War Aerodrome.

- a) Finance
- b) Dengie Hundred Group of Parish Councils
- c) Highways, Transport & PROW
- d) Police Liaison
- e) Stow Maries Great War Aerodrome Committee – Cllr Gilmore
- f) The Smythe Hall Management Committee -
- g) Planning

22-23/004 APOLOGIES

No apologies.

22-23/005 DECLARATIONS OF INTEREST

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

22-23/006 MINUTES OF PREVIOUS PARISH COUNCIL MEETING – 21-3-2022

- a) The minutes of the meeting held on 21st March 2022 were approved and signed by Cllr Cooper.

Signed by the Chairman..... Dated 20th June 2022

- a) Members noted that the April 2022 meeting was cancelled due to not being quorate.

22-23/007 NOTICE OF CASUAL VACANCY

- a) Members noted that they were now free to co-opt a councillor.
- b) Members reviewed and discussed and the decision was made to invite Adam Brown to fill the vacancy and the Clerk would write informing him and asking him to attend the 20th June meeting where he will be requested to sign an Acceptance of Office form before he can take part in the meeting.

22-23/008 REPORT FROM DISTRICT COUNCILLOR

- a) District Cllr Sue White informed those present that the Conservatives are now in full control of MDC and that they are pushing to get Planning sorted out. Officers have been asked to respond to members and parishes as it has been noted that contact has been very limited.
- Questions were raised about the lack of response from Enforcement and what can be done to speed the whole process up.
- When the next LDP review meeting takes place - will it be open to the public? Vote of thanks given to Cllr White by Cllr Cooper.

22-23/009 REPORT FROM COUNTY COUNCILLOR

- a) Cllr Fleming had circulated an Annual Report prior to the meeting which is very informative and the Clerk will upload onto the website for members of the public to be able to view. The monthly May report will be sent shortly and will also be circulated and uploaded. The Locality Fund has been launched again with a budget of £10,000 however, £5,000 of it has been set aside for SEND and mental health projects in the area.
- Queens Baton will be passing through Maldon on 8th July. Vote of thanks given to Cllr Fleming by Cllr Cooper.

22-23/010 QUESTIONS FROM THE PRESS AND PUBLIC

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

A resident has requested that a recycling bag distribution base is set up for Stow Maries. The Parish Clerk has been given permission by the Smythe Hall Committee to place a lidded box outside the front door of the Hall where residents can help themselves.

22-23/011 PLANNING MATTERS

- a) Planning Applications:- none at the time of writing.
- b) Planning correspondence received over the course of the month and circulated via e-mail was duly noted by the members.
- List of planning applications 12-19 to be noted
 - List of planning decisions and appeals 12-19 to be noted
 - Planning Decisions:-
 - Maldon District Council - Application No: 22/00128/SCR
 - Screening opinion to determine if the earthworks repairs of existing embankment flood defenses constitutes an Environmental Impact

Assessment (EIA) development requiring an Environmental Statement (ES) - Clements Green Creek, SWF, Essex. EIA not required. NOTED.

c) **MALDON DISTRICT COUNCIL - LOCAL DEVELOPMENT PLANNING**

i) No update available.

d) **BRADWELL B**

i) No update available, no-one attending the meeting on 17th May, but will be updated by the minutes when they are available.

e) **STOW MARIES GREAT WAR AERODROME**

i) No update regarding the SMGWA. Cllr Neil Gilmore to continue to represent the Parish as these meetings when they take place and update the Parish Council.

22-23/012 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 and the minutes of the last LHP in March were still not available.

b) **Railway Way Bridge Repairs** and resurfacing– Church Lane – no update from Highways England – Clerk to chase.

c) The notes from the United Dengie Councils meeting at SWF regarding the Road infrastructure on 8th April have been circulated.

d) Members noted the email from MDC regarding the outcome of the Trucam monitoring and that 4 were prosecuted, 43 attended speed awareness courses and 14 were spoken to by conditional officer. Due to budget restraints it will not be possible to book any more sessions at this time.

22-23/013 FINANCE

a) Members reviewed and approved the payments and receipts for April & May 2022 & Cllr Cooper and Cllr Gilmore signed the cheques and payment sheet.

b) The bank reconciliation to 30th April 2022 was signed off to the bank statements.

c) Clerk still waiting for response from Barclays.

d) This item was deferred until June - to review, approve and sign off the internal audit and year end documentation.

e) Members were very happy to approve the £2.50 increase for the Smythe Hall Hire, especially as this was the first increase in 10 years and this increase is to keep in line with the recently increased electricity costs.

Apr & May 22	Date	CHEQUE/BP/DD	Payee	Description	NET	VAT	TOTAL OF CHQ/DD/BP
001/22-23	16/05/2022	CHQ No: 100613	EALC	Affiliation fees	£72.25	£0.00	£72.25
002/22-23	16/05/2022	CHQ No: 100615	Sarah Sayer	Salary Mth 1	£208.12	£0.00	£208.12
003/22-23	16/05/2022	CHQ No: 100617	HMRC	Tax Mth 1	£51.80	£0.00	£51.80
004/22-23	16/05/2022	CHQ No: 100615	Sarah Sayer	Expenses Mth 1	£28.33	£0.00	£28.33
005/22-23	16/05/2022	CHQ No: 100614	Zurich	Annual Insurance	£329.30	£0.00	£329.30
006/22-23	16/05/2022	CHQ No: 100615	Sarah Sayer	Salary Mth 2	£207.92	£0.00	£207.92
007/22-23	16/05/2022	CHQ No: 100615	Sarah Sayer	Expenses Mth 2	£28.33	£0.00	£28.33
008/22-23	16/05/2022	CHQ No: 100617	HMRC	Tax Mth 2	£52.00	£0.00	£52.00
009/22-23	16/05/2022	BP	Sue Lees	Accessibe/website	£430.00	£0.00	£430.00
010/22-23	16/05/2022	BP	vodafone April invoice	phone	£21.25	£4.25	£25.50
011/22-23	16/05/2022	CHQ No: 100616	Auditing Solutions	Internal Audit	£120.00	£24.00	£144.00
					£1,549.30	£28.25	£1,577.55

22-23/014 ANNUAL INSURANCE POLICY

a) Members noted that the Insurance premium for 2022/23 starting from 1st June 2022 is £329.30 and that this is part of LTA (Long Term Agreement) this is a small increase on last year of £1.91

22-23/015 WEBSITE

- a) Question was raised about about the cost of the Accessibe software - Clerk confirmed this was the amount agreed to make the website legal regarding the accessibility laws.

22-23/016 INFORMATION EXCHANGE AND ITEMS FOR THE NEXT MEETING

No items were raised under this heading.

22-23/017 DATE OF THE NEXT MEETING – Monday 20th June 2022 at 7.30 p.m.**22-23/018 ALL BUSINESS HAVING BEEN TRANSACTED THE CHAIR THANKED EVERYONE FOR ATTENDING & CLOSED THE MEETING AT 8.30 p.m.**