

STOW MARIES ANNUAL GENERAL MEETING OF THE PARISH COUNCIL

email: clerk.stowmariesparishcouncil@gmail.com

website: www.stowmaries-village.org.uk

Telephone No: 07541 685708

Mrs. S.E. Sayer
Clerk to the Council
16 Buttercup Way,
Southminster,
Essex. CM0 7RZ

14th May 2024
Dear Councillor,

You are summoned to join the Annual General Meeting of **STOW MARIES PARISH COUNCIL** to be held on **Monday 20th May 2023** 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

24-5/015 ELECTION OF CHAIR

- a) To elect a Chair
- b) Elected Chair to sign Acceptance of Office form.

24-5/016 ELECTION OF VICE-CHAIR

- a) To elect a Vice-Chair
- b) Elected Vice-Chair to sign Acceptance of Office form.

24-5/017 ELECTION OF REPRESENTATIVES

To discuss and decide who will represent Stow Maries Parish Council:-

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

24-5/018 APOLOGIES

24-5/019 DECLARATIONS OF INTEREST

- a) To receive any declarations of interest for any agenda items.
- b) It is recommended to review your Register of Interests is up to date and if not please access the MDC website to update within 28 days of the change or as soon as possible.

24-5/020 MINUTES OF PREVIOUS PARISH COUNCIL MEETING –

- a) To receive, review any amendments, approve and sign the minutes of the Parish Council meeting held on Monday 22nd April 2024.

24-5/021 REPORT FROM DISTRICT COUNCILLOR

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

24-5/022 REPORT FROM COUNTY COUNCILLOR

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

24-5/023 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.

24-5/024 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:
 - i) List of planning applications to be noted
 - ii) List of planning decisions and appeals 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.

24-5/025 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) Update of the cutting back of the vegetation that is causing problems for pedestrians from Honeypot Lane to Three Rivers.
- b) Update on pothole outside Martin Lane Vineyard.
- c) Members to approve applying for funding of £2000 to the Community Initiative Fund for CCTV apparatus to try and put off fly tipping in certain areas of the Village. Members to make any decisions necessary.

24-5/026 FINANCE

- a) Members to approve the payments and receipts for May 2024.
- b) Members to approve the bank reconciliation ending 30th April 2024.
- c) Members to note that the internal audit has all the documents and will be furnishing a report prior to the Parish Council meeting in June.

24-5/027 FIXED ASSET REGISTER

- a) Members to review and approve the fixed asset register (copy attached to meeting papers.)

24-5/028 WEBSITE

- a) Update and to make any decisions necessary.

24-5/029 INFORMATION EXCHANGE AND ITEMS FOR THE NEXT MEETING

24-5/030 DATE OF THE NEXT MEETING – Monday 20th June 2023 at 7.30 p.m.

24-5/031 ALL BUSINESS HAVING BEEN TRANSACTED THE CHAIR THANKS EVERYONE FOR ATTENDING & CLOSES THE MEETING.