

The Hennys, Middleton & Twinstead Parish Council

Chairman: Cllr David Holland
Clerk: Shelley Boydell. 15 The Paddocks, Bures CO8 5DF
Email: parishclerk@hennysmiddletontwinstead-pc.gov.uk

Clerk's Report

Parish Council Meeting 10th October 2022 at 7.30pm at Henny Parish Rooms

Minutes

Clerk prepared and circulated minutes of the last meeting to present to the full council for agreement.

Website & Facebook Page

The Clerk has been maintaining and updating the PC's website and Facebook page with relevant information including a link to Highways website to report relevant issues.

Planning

The Clerk submitted planning comments as agreed by the full Parish Council at the last meeting.

Signposting

The Clerk assisted members of the public with finding information required.

Highways

Clerk has been liaising with Essex County Council and Cllr Peter Schweir regarding road damage issues. Clerk has been liaising with Chairman regarding contacting ECC & BDC regarding horrendous verges.

Clerk's Appraisal

Cllr T Humphreys liaised with the Clerk regarding annual appraisal.

Defibrillator in Henny

Clerk created a poll on Facebook to identify the thoughts of locals regarding a defibrillator in Henny

Councillor Vacancies

Clerk advertised for current vacancies.

The death of HRH Queen Elizabeth II

Clerk sensitively followed all instruction following the sad passing of HRH Queen Elizabeth II.

ANNUAL CALENDAR	
January	<ul style="list-style-type: none">• Parish Council Meeting• Submit demand for precept to Braintree District Council
March	<ul style="list-style-type: none">• Parish Council Meeting• Annual Parish Meeting
April	<ul style="list-style-type: none">• Internal Audit
May	<ul style="list-style-type: none">• Parish Council Meeting• Approve Accounts and Internal Audit• Election of Chairman (alternate years)
July	<ul style="list-style-type: none">• Parish Council Meeting• Review Standing Orders• Review Councillor Individual Roles• Clerk Annual Appraisal / Review• Process and distribute Annual Grants (Village Hall & Churchyard Maintenance)
September	<ul style="list-style-type: none">• Parish Council Meeting• Review Emergency Plan
November	<ul style="list-style-type: none">• Parish Council Meeting• Overview of Budget and Budget Review• Review of Contractors