



**PLESHEY PARISH COUNCIL**  
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<http://www.essexinfo.net/plesheycc>

Chair **J. Mallender**  
Vice- Chair **D. Loudfoot**

Minutes of the Pleshey Parish Council held at Pleshey Village Hall on Friday 27th April 2018.

**1. Chairman's Welcome**

An application has been made to the Local Services fund for £2500 per annum towards the employment of a part time handyman. Application feedback is due after the 15 June.

Chair Mallender  
Cllrs Gunn , Gardener and Kenning

**2. Apologies**

Cllrs Holland (Personal) and Loudfoot (Personal)

**3. Declarations of interests (existence and nature) with regard to items on the agenda.**

None

**4. Request for dispensation**

None

**5. Public participation session**

None

**6. Report from ECC and CCC attending Councillors**

Apologies from both ECC and CCC councillors

**7. Confirmation of the Minutes of the last meeting of the Council held on 21st March 2018**

*Resolution Confirmation to be deferred until 9th May 2018*

**8. Planning**

No Planning

**9. Financial Report**

**9.1 Bank account status**

Business Current Account £ 10,219.65  
Community Account £ 6,300.88

Income £79.80 payment by Village Hall (Rospa 2017)  
£465 Essex County Council  
£3740 Precept from Chelmsford City Council  
£780.72 CIL from Chelmsford City Council

**Total Income £5065.52**

**9.2 Payments to be approved**

<b>Cheque</b>	<b>Payee</b>	<b>Item</b>	<b>£</b>
100749	Village Hall	Table Tennis Table - VH	£284.98
100750	EALC	Affiliation fees	£88.19

100751	Clerk	Clerks Salary and Expenses	£182.57
100752	HMRC	PAYE	£36.80
100753	Essex Pension Fund	March Payment	£46.82
100754	Zurich Municipal	Annual Insurance	£302.31
100755	House of Retreat	Lamination and Printing	£4.48
100756	DM Payroll	Annual Payroll	£67.00

**Total expenditure**

**£1013.15**

*Resolution All payments were agreed and the cheques were signed*

**10 Clerk's Report**

Rospa report due in next month , Internal audit in progress , Clerk has started CilCa ( takes 6-8 months) , training has taken place on the Annual Governance and Accountability Return which replaces the annual return.

*Resolution: For 2019 review the Rospa supplier.*

**11. Preparation and agenda for the Annual Assembly on the 16th May**

This meeting will be chaired by Vice-Chairman Loudfoot.

Agenda items are :

- Community library
- NHS Broomfield and trust status
- Stansted expansion plans
- Membership of the Parish Council
- Evolution of the Pleshey Community Development trust
- The community support group .
- Grants awarded (£728 in 2017-2018) to Pleshey Community organisations..

**12. Allotments - Rental and tenancy agreements**

There will be no increase in allotment rents in 2018. A package of historical documents was briefly reviewed. New Leases , Letters and copy of the rules will be issued by the Clerk to the Allotment holders.

*Resolution Letter , agreements and rules to be issued to each allotment holder.*

*Resolution Package of historical documents to be passed to clerk*

**13. Footpath Validation**

Discussion on the footpaths and closure date of timescales to claim any paths.  
[www.oss.org.uk](http://www.oss.org.uk) On the 1st Jan 2026 the pre 1949 footpaths will be extinguished.  
 Aerial photographs to be located that show several footpaths .

*Resolution Clerk to work with Cllrs Holland and Kenning to prepare information for retaining of footpaths.*

**14. Current Vacancy on the Parish Council**

*Resolution Defer until the annual assembly on the 16th May*

**15. Grass Area of Wolmers Mead - damage by vehicles**

Bollards are being looked at as a solution to the issues raised in Wolmers Mead. Likely to be

metal or concrete so that they are a physical and visual deterrent.

*Resolution: Cllr Kenning to discuss with Cllr Chambers of Chelmsford City Council to progress and fund the works.*

**16. Update on Pleshey Community Development Trust**

The bank account has been created. Trustees appointed. An application to the Charity Commission is in progress. A further update will be available by the end of May.

**17. RCCE - Village of the Year Competition**

*Resolution No action for 2018*

**18. Pleshey Parish Guide**

Several contributors are still working on their pages. Cllr Kenning is managing the process.

**19. Update on Information Boards or Brass Plaques on walks or around the village**

Cllr Kenning has been able to source some better quotes. £6 for the roundels to mark footpaths and £130 for an aluminum backed map of the footpaths.

An Ordnance Survey map of the area required - costs around £20 for a flat version.

*Resolution: Cllr Gunn to obtain a large scale OS map and develop suitable footpath map for display.*

**20. Broadband speeds**

An article has been run in the Parish news and feedback is awaited.

**21. Update on Mobile Reception**

There has been no feedback yet from the Parochial Church Council on the request to host an aerial.

Other Technology may become available from Vodafone. There is currently a controversial scheme in Great Waltham ( E.E. Network) for a 20 foot mast to be installed in Cherry Garden Road at the Junction with South Street.

**22. Vision and strategy - Communications and Info**

Item to continue to be reviewed and discussed each month

**23. Mid and South Essex NHS Communication**

Discussion from a recent meeting of the combination of SouthEnd NHS TRust , Basildon NHS Trust and Broomfield (which is not a trust).

Additional information will be available at the annual assembly.

**24. Does the Parish Council wish to renew its affiliation to the NALC and EALC at a cost of £88.19 for 12 months.**

*Resolution: The renewal was confirmed.*

**25. Review of the bank reconciliation.**

*Resolution Defer until the internal audit completed*

**26. To confirm and sign the Annual Governance Statement which forms section 12 of the Annual Return for Local Councils, Internal Drainage Boards and other smaller authorities in England for the year ended 31<sup>st</sup> March 2018.**

*Resolution Defer until the internal audit completed*

**27. To adopt the Annual Accounts for the year ended 31<sup>st</sup> March 2018 – Pre-Audit and to sign the Annual Return for the year ended 31<sup>st</sup> March 2018**

*Resolution Defer until the internal audit completed*

**28. To confirm that the expenditure of the Parish council is £29,824 for the year 2017-2018 so an external audit is required under the new AGAR limit of <£25,000**

*Resolution This was confirmed.*

**29. Matters to be raised by members for the next agenda**

- New Model Standing Orders
- Community Library
- Review of the bank reconciliation.
- To confirm and sign the Annual Governance Statement which forms section 12 of the Annual Return for Local Councils, Internal Drainage Boards and other smaller authorities in England for the year ended 31<sup>st</sup> March 2018.
- To adopt the Annual Accounts for the year ended 31<sup>st</sup> March 2018 – Pre-Audit and to sign the Annual Return for the year ended 31<sup>st</sup> March 2018
- Broadband speeds - feedback from the Parish

**Meeting Closed 21:44  
Will Adshead-Grant  
Clerk to the Council**