



---

Minutes of the **Annual General Meeting** of the Council held at Pleshey Village Hall on Wednesday, 9th May 2018 .

**Annual General Meeting**

**1. Election of Chairman**

Cllr Mallender was elected.

**2. Declaration of acceptance of office by Chair.**

Paperwork was signed

**3. Appointment of Vice Chairman**

Cllr Loudfoot was elected

**4. Appointments to Sub-Committees and outside bodies**

Village Hall	Cllr Mallender
Emergency Planning	Cllr Loudfoot
Footpaths	Cllr Holland
Public Transport	Cllr Kenning
Parish Magazine	Cllt Kenning
Allotments	Cllr Gunn
Essex Association of Local Councils	Cllr Gardner
Council for the Protection of Rural England	Cllr Mallender
Stansted Airport	Cllr Gardner
Health	Cllr Loudfoot
Planning (3 nominees)	Cllr Mallender , Loudfoot and Gardner
Golden Jubilee Playground	Cllr Kenning

**5. Re-Appointment of Auditor - M.Howard**

Resolution M. Howard was re-appointed

**6. Discuss the findings of the Internal Auditors report**

The findings were discussed and the issues raised are being dealt with by the Clerk

1. Additional Insurance required to cover the additional play equipment purchased 2017-2018
2. Work with Chelmsford City Council to remove the anomaly of the £1 rental invoice of the Playground and the contra of the £3.95 for the allotments on the precept.

3. Addition of GDPR to the Risk Register

*Resolution: The findings were accepted subject to the written report.*

7. **Review Risk assessments**

*Resolution The Risk assessments were reviewed and confirmed*

8. **Review asset list**

*Resolution The Risk assessments were reviewed and confirmed*

9. **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: The Annual Governance was confirmed and signed.*

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

*Resolution: The Annual Accounts were adopted and the return was signed.*

11. **Adopt the new standing orders**

Item 5c was changed to read 8pm and not 6pm.

*Resolution: The Standing Orders were adopted.*

**Meeting Closed 20:30**

**Will Adshead-Grant**

**Clerk to the Council**



**PLESHEY PARISH COUNCIL**  
% 45 Cherry Garden Road , Great Waltham, CM3 1DH  
E-Mail [PlesheyPC@gmail.com](mailto:PlesheyPC@gmail.com)

<http://www.essexinfo.net/plesheypc>

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

---

Minutes of the Monthly Meeting of the Parish Council at Pleshey Village Hall on Wednesday, 9th May 2018.

**1. Chairman's Welcome**

Chairperson     Mallender

Cllrs             Gunn, Holland, Gardener and Kenning

Clerk

**2. Apologies**

Cllr Loudfoot (Personnal)

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

None

**4. Public participation session**

None

**5. Confirmation of the Minutes of the meeting of the Parish Council on 21st March 2018**

*Resolution: Confirmed*

**6. Confirmation of the Minutes of the meeting of the Parish Council on 27th April 2018**



*Resolution :Cllr Gardener to update and issue the latest Version*

**15 Update on Mobile Reception**

No update available from the Parochial Church Council.

*Resolution:Cllr Mallender to follow up with the Chair of the Parochial Church Council*

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

Agreed that the sample signs viewed from Fast Signs will be ideal for what the Parish Council wants to promote (Tourism / Footpaths)

*Resolution: Expenditure of around £16.99 on an OS map approved - Cllr Gunn to action.*

**17. Pleshey Parish Guide**

The information gathering of the guide is ongoing

*Resolution Update at the September monthly meeting*

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

It was discussed that agenda items should be e-mailed to the Clerk and there should be more descriptive agenda items so that the councillors and members of the public understand the agenda item before attending.

*Resolution: This item is now closed for future agendas.*

Meeting Closed 21:15

Will Adshead-Grant

Clerk to the Council