



Clerk: W.J. Adshead-Grant

Agenda of the Annual General Meeting of Pleshey Parish Council to be held at Pleshey Village Hall on Wednesday 11th May 2022 at 8pm.

Annual General Meeting

2022/678 Election of Chairman

2022/679 Declaration of acceptance of office by Chairman

2022/680 Appointment of Vice Chairman

2022/681 Chairman's Welcome

Chairperson:

Councillors:

2022/682 Apologies for absence

2022/683 Declarations of interests (existence and nature) regarding items on the agenda.

2022/684 Public participation session for anyone with an interest in the Parish

(Item does not need to be on the agenda)

2022/685 Appointments to Sub-Committees and outside bodies

Village Hall	Currently	Cllr Loudfoot
Emergency Planning	Currently	Cllr Loudfoot
Footpaths	Currently	Cllr Holland
Public Transport	Currently	Cllr Kenning
Parish Magazine	Currently	Cllr Kenning
Allotments	Currently	Cllr Gunn
Health	Currently	Cllr Loudfoot
Planning (3 nominees)	All Members	
Playground	Currently	Cllr Kenning

2022/686 Re-Appointment of Internal Auditor – Mr M . Howard

2022/687 Review and approval of Standing Orders

2022/688 Review and approval of Financial Regulations

2022/689 Review and approval of Asset Register

2022/690 Confirm Membership of the EALC and NALC

2022/691 Review and approve the financial risk register

2022/692 Review the Council Risk register

2022/693 Review of the Councils complaints Policy

2022/694 Review the Council's policies, procedures, and practices in respect of its obligations under freedom of information and data protection legislation.

2022/695 Review the Councils Policy for dealing with press / Media

2022/696 Review the Council's employment policies and procedures

2022/697 Review the council's expenditure incurred under S.137 of the Local Government Act 1972

2022/698 Confirmation of the Minutes of the Monthly meeting held on the 13th of April 2022

Planning

2022/699 Update on current applications with Chelmsford City Council:

1. Reference: 22/00619/FUL

Address: The Old White Horse the Street Pleshey Chelmsford

Description of works: Construction of a rear garden cart lodge.

2. Reference: 22/00753/FUL

Address: The Stables the Street Pleshey Chelmsford

Description of works: Construction of an open sided front porch.

Finances

2022/700 Financial Report

Bank account status: Business Account _____ £ 23,040.53 (£19,760.15 + £3,280.38 com)

Cheque Account _____ £ 3,679.67

Income – 50% of the Precept £3739.50 (included above)

Total £ 26,720.20

2022/701 Payments for approval at the meeting:

To be confirmed at the meeting:

HMRC

Essex Pension Fund

Clerk Salary

Great Waltham Charities

2022/702 Clerk's Report and actions to be undertaken.

- Clerk to Digitise the records of any loose-leaf minutes - Started
- Clerk to gets quotes to digitise the book bound minutes – to be actioned during summer recess
- Clerk to arrange additional signatories on the Bank Account (Cllrs Howeson, Groves and Somerville)
- Clerk to assist two members on getting online with latest bank statement. (Cllrs Gunn and Loudfoot)
- Clerk to investigate the 20MPH limit with LHP for the whole village of Pleshey
- Clerk to Book training days for the 3 Councillors (Howeson, Groves and Somerville)

2022/703 Review and agree the monthly bank reconciliation – Vice Chairman

2022/704 Update on Funding Sources for Play equipment – Cllrs Kenning and Howeson

Reports and Updates

2022/705 Discuss arrangements for the Queens Platinum Jubilee – Cllr Holland and Howeson

2022/706 Update on the Risk Matrix – ALL

2022/707 Confirmation of action to recover retrospective Allotment rents for 2020, 2021 and agree new

price for 2022-2023 – Increase for future years as soon as appropriate for any plot holder that has signed an allotment agreement. Write to all allotment holders.

- 2022/708 Discuss the possibility of creating a footway over the bridge at rooters hill
- 2022/709 To confirm the closing position of the accounts to Budget 2021-2022.
Underspend of £1904.67
- 2022/710 Update on the Clerks Annual Appraisal for 2021/2022. Currently Spinal Point 14 (SP17 Maximum Level). £12.21 p/hr.
Confirmation that the Clerk received a satisfactory rating and will progress to SP15 backdated to April 2022 - £12.45. Gross Impact of £47.84 per annum.
- 2022/711 Discuss Drainage issue on Grange Road, Vicarage Road, Park Road
- 2022/712 Update on the Ride London event
- 2022/713 Discuss the best location for the original silver Jubilee plaque and a new platinum Jubilee plaque.

- 2020/714 Feedback on the Annual Assembly of the Parish? Community First Responder – investigate.
- 2022/715 Report(s) from External authorities
- 2022/716 Items for the next agenda – All
 - 08.06.2022 Monthly Meeting @ 8PM
 - 14.09.2022 Monthly Meeting @ 8PM
 - 12.10.2022 Monthly Meeting @ 8PM
 - 09.11.2022 Monthly Meeting @ 8PM