



Clerk: W.J. Adshead-Grant

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

Annual General Meeting

2022/678 Election of Chairman

Cllr Loudfoot was elected to the role of Chairman.

2022/679 Declaration of acceptance of office by Chairman

The Paperwork was signed

2022/680 Appointment of Vice Chairman

Cllr Howeson was elected

2022/681 Chairman's Welcome

Chairperson: Loudfoot

Councillors: Somerville, Groves, Holland, Kenning, Howeson, Gunn

2022/682 Apologies for absence

None required.

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

Cllr Holland – Neighbour to item 22/000619/FUL

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

(Item does not need to be on the agenda)

None present

2022/685 Appointments to Sub-Committees and outside bodies

Village Hall	Cllr Howeson was appointed
Emergency Planning	Cllr Somerville was appointed
Footpaths	Cllr Holland was appointed
Public Transport	Cllr Kenning was appointed
Parish Magazine	Cllr Kenning was appointed
Health	Cllr Gunn
Planning (3 nominees)	All Members
Playground	Cllr Kenning was appointed
Allotments	This role to be undertaken by the Clerk.

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

Resolution **Mr Howard was re-appointed**

2022/687 Review and approval of Standing Orders

Resolution **The Standing orders were approved**

2022/688 Review and approval of Financial Regulations

Resolution **The Financial regulations were approved**

2022/689 Review and approval of Asset Register

Resolution **The Asset register was approved at £47,093**

2022/690 Confirm Membership of the EALC and NALC

Resolution **Membership was confirmed.**

2022/691 Review and approve the financial risk register

Resolution **The Financial Risk was Approved**

2022/692 Review the Council Risk register

Resolution **The Council Risk register was Approved**

2022/693 Review of the Councils complaints Policy

Resolution **The Policy was reviewed and approved**

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

Resolution **The Policy was reviewed and approved**

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

Resolution **The Policy was reviewed and approved**

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

Resolution **The Policy was reviewed and approved**

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

Confirmation that the Parish Council spent £30 on wreaths.

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

Resolution **The Minutes were confirmed**

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.

Resolution: **The Parish Council supports this application.**

2. Reference: 22/00753/FUL

Address: The Stables the Street Pleshey Chelmsford

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

Resolution **The Parish Council has no objections.**

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:

Date	Details	Chq	Total	Budget Header
11.05.2022	HMRC	100997	£53.20	Paye
11.05.2022	Essex pension fund	100998	£128.74	Pension
11.05.2022	clerk	100999	£118.42	Salary
11.05.2022	great waltham charities	101000	£250.00	Reserve - Communities
11.05.2022	Cllr holland - jubilee products	101001	£262.67	Reserve - Communities

Resolution **The Payments were approved.**

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**) – 23rd May.
- Clerk to check with Planning on the barns, Bury Road.

2022/703 Review and agree the monthly bank reconciliation

Resolution: **Approved with zero differences**

2022/704 Update on Funding Sources for Play equipment
Tender has been released to five suppliers.

Resolution **Follow up with the suppliers**

Reports and Updates

2022/705 Discuss arrangements for the Queens Platinum Jubilee.

Supplies have been ordered. Posters have been made. Banner has been ordered. Leaflets to be pushed through every door and residents will be spoken to where possible. What's app group has been created. Large marketing effort. Volunteers for setting up the big lunch.

2022/706 Update on the Risk Matrix.
duplicated

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.

Resolution: Move payment period to September 2022 for 12 months £10 flat rate per plot.

Resolution: Clerk to write to all the allotment holders with invoice, letter, and annual agreements.

Cllr Gunn was thanked for her hard work on the allotments and passed the files over to the Clerk who will now Manage all aspects of the allotments.

2022/708 Discuss the possibility of creating a footway over the bridge at rooters hill

Resolution **Defer until there is more information on the LHP scheme on 20MPH**

2022/709 To confirm the closing position of the accounts to Budget 2021-2022.

Underspend of £1904.67. This will be moved to Parish Reserves for the new playground equipment.

Resolution **Noted**

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. The top rate achievable by the Clerk is SP17.

Resolution **Confirmed and Pay to be adjusted and backdated to 1st April 2022.**

2022/711 Discuss Drainage issue on Grange Road, Vicarage Road, Park Road

Resolution **Cllr Steel to be asked to request a review by highways as concerns during Autumn and Winter.**

Resolution **Cllr Groves to furnish the details.**

2022/712 Update on the Ride London event

Noted that the highways signs are now up around the area advertising the road closures ahead of the event.

2022/713 Discuss the best location for the original silver Jubilee plaque and a new platinum Jubilee plaque.

Resolution **New plaque approved with a spend limit of £250**

Resolution **Plaques to go into the Village Hall with agreement of the Village Hall Committee. Pleshey Blue to be used.**

2020/714 Feedback on the Annual Assembly of the Parish? Community First Responder – investigate.

Resolution: **Clerk to write to ATH and thank them, Clerk to request a A5 information leaflet to reinforce the training.**

2022/715 Report(s) from External authorities

Homes for Ukraine Scheme Update 06.05.22

Key figures:

The latest data indicates there have been 1,121 requests from Ukrainians with 759 sponsors in the ECC area. Currently, 16% of ECC area sponsors have Ukrainian guests who have arrived.

Finance update:

The finance position remains unchanged from last week.

- Districts are arranging the £200 payments to guests as soon as they are advised that they have arrived (methods currently vary, until prepaid cards are up & running)
- Districts will initiate the £350 thank you payments in arrears (backdated to when guest(s) first arrived), where sponsors have completed a request for the payment and once the housing checks have been successfully completed.

Health Group update:

A primary care guidance document that outlines likely health issues can be accessed here:

<https://www.gov.uk/government/publications/arrivals-from-ukraine-advice-for-primary-care>

- Access to dentistry is being raised as an issue and we await guidance from NHS colleagues.

Housing Assurance/Safeguarding update:

We are continuing the assurance process for accommodation safety checks and DBS checks. Refinements to current processes are being made where possible. As at 05.05.22, 60% of sponsors with guests have had checks started (accommodation and/or DBS/safeguarding).

- Static caravans – a change to the joint housing policy has been made, with static caravans now allowed as accommodation, where they are located on sites which are open all-year-round.

Ports of Entry update:

Stansted – an average of 369 Ukrainians has arrived through Stansted over the past 4 days.

- Most arrival transit to their onward destinations, although some require help at the airport as anticipated.
- Food vouchers have been handed out.
- Ukraine arrivals hub is fully staffed.
- CVS Uttlesford have now taken over from the British Red Cross staffing the arrivals hub/welcome point.
- Harwich – in the last seven days twenty-one arrivals have been logged, although many are lorry drivers rather than people seeking accommodation.
- Southend Airport – no arrivals yet.

School places for Ukrainian children:

- FAQs have been updated as per the notes below:
- All schools have been communicated with to confirm that children from Ukraine have the right to access a school place in the normal way. We are aware of several schools who have already received applications and are admitting children. Schools have also been advised about the additional funding from central government to support the needs of Ukrainian children.
- All families arriving from Ukraine will need to follow the [established process for mid-year school admissions](#).
- We continue to collaborate closely with schools to ensure that all children are placed in schools within a reasonable distance from their homes.
- The educational needs of all children living and arriving in Essex remains our top priority and we will continue to support both families and schools with school admissions along with other needs the families may have.

Sponsor Packs and Comms

- All of the translated versions of packs (in Ukrainian and Russian) for Ukrainian guests are now available online here [Ласкаво просимо до Ессексу: інформаційні матеріали для гостей - Essex County Council](#)
- Paper versions for distribution via district/borough/city council teams will be available from next week.
- FAQs on the ECC website are being updated on a weekly basis. The latest set is here: [Information for sponsors welcoming a Ukrainian person or family: Homes for Ukraine scheme - Overview - Essex County Council](#)
- Guidance is still awaited from DLUHC on the process for re-matching Ukrainian guests if arrangements with initial sponsors break down.
- General information and updates are available here: [Essex stands with Ukraine: what you can do to help - Essex County Council](#)

East Anglia GREEN – from Norwich to Tilbury

This project is nationally decided with ECC and CCC consultees.

I attended a briefing session for ECC Cllrs. There was also a similar one for CCC Cllrs.

With the North Sea offshore wind farms, there is the need to transport the power to London. The Project comprises:

- 60 km new 400 kV overhead line between Norwich and Bramford (AENC in NOA)
- 120 km new 400 kV overhead line between Bramford and Tilbury (ATNC in NOA)
- underground cables through Dedham Vale AONB
- new 400 kV substation, to be connected into the new Bramford – Tilbury circuit, to
- connect North Falls and Five Estuaries

Timescales:

Non-statutory consultation briefing	21 April to 16 Jun 2022
Statutory consultation briefing	April to Jun 2023
DCO Application submission	Dec 2024

DCO Examination and decision	2025 to 2026
Construction starts	2027
Fully Operational	From 2031

There are two 'consultation zones' • Primary consultation zone (PCZ) – extending for approx. 1 km from edge of preferred corridor

- Secondary consultation zone (SCZ) – extending for approx. 4 km from edge of referred corridor

They will seek to raise awareness of the project and public consultation with stakeholders across both zones through the broad dissemination of information.

And will directly target stakeholders within the PCZ, while promoting more widely beyond that.

to book an appointment at an 'ask the experts' session, sign up for an online seminar or speak to the project team, use.

- **Website:** nationalgrid.com/east-Anglia-green
- **Email:** EastAngliaGREEN@nationalgrid.com
- **Call:** 0800 151 0992

There are twelve consultation events planned to end May, with the at Writtle Village Hall, Tuesday 24th May 11am to 5.30pm,

The ECCs response is being collated by the Growth and Development Team and they have reached out to internal stakeholders and asked for their views on the project (Highways, Flooding, Socio Economics, Landscape, Ecology etc.) and once received will be incorporated into a single response. I have also met with the Cabinet Member for Infrastructure, and made it clear I want to be part of this.

I have also talked to Head of Planning at City Council to gather their views as they will be making comments. I know an option to run the pylons to the East of Chelmsford was considered by GREEN, but they say that there are pylons already at that side a (which will all be beefed up to carry more voltage – but not enough) and the new lines would need to cross the old ones – which can't be done.

It is early days yet, and I think many of the Cllrs are still getting to grips with the scale of this.

I know pylons will be far cheaper than underground, and underground needs 100m wide trenches, due to the high voltage and the need to cool and disturbs the land for a decade. The coastline is protected, so pylons cannot be used there. I have heard some organisations/people pushing a sea route/underground. I do not know how practical that is.

I have also joined the North and West Chelmsford parish Planning Group who are considering how to respond.

Digigo

I attended the launch of Digigo 13th April, which is service being piloted by Essex County Council for an initial two-year period in two separate operational areas – Braintree and Chelmsford.

The service comprises six electric minibuses operating from the Braintree GRIDSERVE electric forecourt. Using the app, passengers select their pickup and drop off points, and the system automatically calculates the route, catering for any pickups along the way. The app displays 'virtual stops' near to the pick-up locations, meaning that passengers are just a short walk away from pick-up.

We all are concerned by reducing bus services because they struggle to operate with increasing costs and reducing custom, with empty large buses being unsustainable.

I cannot emphasise how much Didigo represents the solution, with on demand bus journeys, at affordable charges (and concessionary passes are accepted)

As an example, if you need to get to Broomfield Hospital for 10am, you book your journey via the app (telephone booking is available) and they tell you where they will pick you up, to get you there in time.

I have asked some of my Parish Councils in the coverage area if they would like a roadshow event on this. Chignal Parish Council are the first and I have arranged for Digigo to be at their next coffee morning, 10am 1st June. If any others want similar, please let me know.

For more info - www.digigo.uk

2022/716 Items for the next agenda – All

- Ecology Report – update on the draft
- Update on quotes for the Playground equipment]
- Feedback on the Allotments
- Update the tender for the Play equipment
- Update on the Risk Matrix
- Discuss Drainage issue on Grange Road, Vicarage Road, Park Road
- Feedback on the Jubilee Celebration
- Feedback on the Ride London event

Meeting Closed 21:35
W. Adshead-Grant
Clerk to the Council.

08.06.2022	Monthly Meeting @ 8PM
14.09.2022	Monthly Meeting @ 8PM
12.10.2022	Monthly Meeting @ 8PM
09.11.2022	Monthly Meeting @ 8PM