



Clerk: W.J. Adshead-Grant

---

Agenda of the Annual General Meeting of Pleshey Parish Council to be held at Pleshey Village Hall on Wednesday 17<sup>th</sup> May 2022 at 8pm.

---

### **Annual General Meeting**

2023/880 Election of Chair.

2023/881 Declaration of acceptance of office by Chair.

2023/882 Appointment of Vice Chair.

2023/883 Chair's Welcome:

Chair:

Councillors:

2023/884 Apologies for absence

2023/885 Declarations of interests (existence and nature) regarding items on the agenda.

2023/886 Public participation session for anyone with an interest in the Parish

(Item does not need to be on the agenda)

2023/887 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
Health	Currently	Cllr Loudfoot
Planning	All Members	
Playground	Currently	Cllr Kenning

2023/888 Re-Appointment of Internal Auditor.

2023/889 Review and approval of Standing Orders.

2023/890 Review and approval of Financial Regulations.

2023/891 Review and approval of Asset Register.

2023/892 Review and approve the financial risk register.

2023/893 Review the Council Risk register.

2023/894 Review of the Councils complaints Policy.

2023/895 Review the Council's policies, procedures, and practices in respect of its obligations under freedom of information and data protection legislation.

2023/896 Review the Councils Policy for dealing with press / Media.

2023/897 Review the Council's employment policies and procedures.

2023/898 Review the council's expenditure incurred under S.137 of the Local Government Act 1972.

The Department of Levelling Up, Housing and Communities (DLUHC) has notified the National Association of Local Councils (NALC) that the appropriate sum for section 137(4)(a) of the Local Government Act 1972 (the 1972 Act) for parish and town councils in England for 2023/24 is £9.93.

2023/899 Confirmation of arrangements for insurance cover in respect of all insurable risks. Community Action Suffolk and Royal Sun Alliance.as part of a long-term agreement

2023/900 The Parish Council confirms it meets the eligibility to meet the criteria for the General Power of Competence (“the power to do anything that individuals generally may do” as long as they don’t break other laws. It is a ‘power of first resort’; this means that when searching for a power to act, the first question you ask is whether you can use GPC”).

1. Elected Councillors

At the precise moment that the council resolves that it meets the criteria, the number of councillors elected at the last ordinary election, or at a subsequent by-election, must equal or exceed two thirds of its total number of councillors.

2. A Qualified Clerk

The clerk must hold at least one of the sector-specific qualifications and should have completed the relevant training designed as part of the National Training Strategy for local councils.

2023/901 Review of the Council’s and/or staff subscriptions to other bodies.

N.A.L.C / E.A.L.C and R.C.C.E.

2023/902 Determining the time and place of ordinary meetings of the Council up to and including the next annual meeting of the Council.

14.06.2023 Monthly Meeting @ 8PM  
13.09.2023 Monthly Meeting @ 8PM  
11.10.2023 Monthly Meeting @ 8PM  
08.11.2023 Monthly Meeting @ 8PM  
10.01.2024 Monthly Meeting @ 8PM  
14.02.2024 Monthly Meeting @ 8PM  
13.03.2024 Monthly Meeting @ 8PM  
09.04.2024 Monthly Meeting @ 8PM  
08.05.2024 AGM & Monthly Meetings @ 8PM

2023/903 Confirmation of the Minutes of the Monthly meeting held on the 12.04.2023.

---

## **Planning**

2023/904 Update on current applications with Chelmsford City Council:

**1. Reference:** 23/00540/FUL

Address: Barn North of Bury Farm Bury Road Pleshey Chelmsford

Description of works: Conversion of existing barn to 1no. dwelling, with associated works including access gates, solar PV array and an associated landscaping scheme, along with partial change of use of land from agricultural to residential.

**2. Reference:** 23/00735/FUL

Address: Dale Cottage Grange Road Pleshey Chelmsford

Description of works: 3no. Freestanding Solar Panels on Ground Mounted Metal Frame

---

## **Finances**

2023/905 Financial Report

Cheque Account \_\_\_\_\_ £ 8,606.74

- Income
  - £4140 precept (50%)
  - £3185.73 (Vat reclaim).

Reserve Account: \_\_\_\_\_ £18,535.99

**Total £ 27,142.73**

2023/906 Payments for approval at the meeting:

Date	Item	Budget Line	cheque no:	Payment
24.05.2023	Clerk - Chandlers - Bark	Green spaces		£235.62
24.05.2023	Clerk - Chandlers - Bark	Green spaces		£327.17
24.05.2023	BHIB - Insurance renewal	Insurance		£445.21
24.05.2023	Essex Pension Fund	employee contribution		£13.30
24.05.2023	Essex Pension Fund	salary sacrifice		£66.85
24.05.2023	Essex Pension Fund	employer costs		£61.03
24.05.2023	HMRC	Paye		£64.80
24.05.2023	Clerk	payroll		£131.25
24.05.2023	Cllr Kenning - AGM refreshments	Parish Reserve		£16.32

**Total** **£1361.55**

2023/907 Clerk's Report and actions to be undertaken.

- Clerk to Digitise the records of any loose-leaf minutes – Continue over summer break.
- Clerk to assist one member on getting online with latest bank statement. (Loudfoot)
- Audit – Internal.
- Accounts load all AGAR onto the website.

2023/908 Review and agree the monthly bank reconciliation – Vice Chairman

---

**Reports and Updates**

2023/909 Update on the Risk Matrix – ALL

2023/910 Discuss Drainage issue on Grange Road, Vicarage Road, Park Road

2023/911 Discussion around the status of the Leather Bottle and possible options including the setting up of a working group or a community company.

2023/912 Woolmers Mead Drainage.

2023/913 Community Youth group funding request.

2023/914 Update on GJPA and any additional works or administration.

2023/915 Items for the next agenda – All