



Clerk: W.J. Adshead-Grant

Minutes of the Annual General Meeting of Pleshey Parish Council held at Pleshey Village Hall on Wednesday 17th May 2022 at 8pm.

Annual General Meeting

2023/880 Election of Chair.

Cllr Loudfoot was elected.

2023/881 Declaration of acceptance of office by Chair.

The declaration was signed.

2023/882 Appointment of Vice Chair.

Cllr Howeson was elected vice chair.

2023/883 Chair's Welcome:

Chair: Loudfoot.

Councillors: Gunn, Holland, Howeson and Groves.

2023/884 Apologies for absence

Cllrs Kenning and Somerville.

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

No declarations were made.

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

(Item does not need to be on the agenda).

- 023/911 – 4 members of the public to discuss the pub and potential solutions. There are several forums available to get a new landlord – Facebook and other social media. A new landlord that's commercially driven to give the business an opportunity to thrive and support the community.

The pub is a key asset in the village. However, it's noted that the pub is quite small and it's very difficult to run it on a sustainable commercial business.

2023/887 Appointments to Sub-Committees and outside bodies

Village Hall	Currently	Cllr Somerville.
Emergency Planning	Currently	Cllr Groves.
Footpaths	Currently	Cllr Holland.
Public Transport	Currently	Cllr Kenning.
Parish Magazine	Currently	Cllr Kenning.
Health	Currently	Cllr Gunn.
Planning	All Members	
Playground	Currently	Cllr Howeson and Kenning

2023/888 Re-Appointment of Internal Auditor.

Resolution: Approved

2023/889 Review and approval of Standing Orders.

Resolution: Approved

2023/890 Review and approval of Financial Regulations.

Resolution: Approved

2023/891 Review and approval of Asset Register.

Resolution: Approved

Additions to playground noted.

2023/892 Review and approve the financial risk register.

Resolution: Approved.

2023/893 Review the Council Risk register.

Resolution Defer to next meeting Cllr Kenning.

2023/894 Review of the Councils complaints Policy.

Resolution: Approved.

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

Resolution: Approved.

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

Resolution: Approved.

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

Resolution: Approved.

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.

Resolution: The parish Council had no expenditure.

2023/899 Confirmation of arrangements for insurance cover in respect of all insurable risks. The insurance was approved.

Resolution: The Insurance through the Broker BHIB will be renewed for 13th June 2023.

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.

Resolution: **The Parish Council confirms it meets the criteria.**

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. and One Hundred Parishes Society.

Resolution: **The Parish Council supports these subscriptions.**

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
10.04.2024 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.

Resolution: **The minutes were confirmed.**

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.

Permissions to create three dwellings have been approved for another three years. This application is for reduced glazing and a single dwelling so this would reduce the amount of noise and traffic for the neighbours.

Resolution: **The Parish council welcomes an application for residential use of the barn.**

2. Reference: 23/00735/FUL

Address: Dale Cottage Grange Road Pleshey Chelmsford

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

Resolution: **The Parish Council Supports this sustainable application.**

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
24.05.2023	coronation goods	Parish Reserve	101056	£9.45
24.05.2023	coronation goods	Parish Reserve	101057	£196.70
24.05.2023	coronation goods	Parish Reserve	101058	£30.00
24.05.2023	coronation goods	Parish Reserve	101059	£60.67
24.05.2023	coronation goods	Parish Reserve	101060	£78.89
24.05.2023	coronation goods	Parish Reserve	101061	£191.82
24.05.2023	coronation goods	Parish Reserve	101062	£29.99
24.05.2023	Cllr Kenning - PSS Credits for playground inspections software.	Parish Reserve		£240.00
24.05.2023	Pleshey Village Hall - Youth Club Grant	Grants		£400.00
			Total	£2,599.07

Resolution: The Payments were approved.

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

Resolution: The bank reconciliation was approved.

Reports and Updates

2023/909 Update on the Risk Matrix – ALL

Resolution: Defer the item to next month.

2023/910 Discuss Drainage issue on Grange Road, Vicarage Road, Park Road
Autumn plans to investigate the potential missing pipe.

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.

The Pub is currently closed due to the sudden departure of the landlord.

The onus is on the owners of the pub as to how they wish to proceed in terms of how to get the pub open again, the parish council has no information currently about their intent. But hopes they are urgently progressing recruitment of a new operator.

Concerns raised that the pub may remain closed long term or even be put up for sale for uses other than a public house. It is hoped the owners will find a new manager or tenant for the pub and reopen it before the end of the summer trading period which is the most lucrative.

A research group has been created to monitor the situation, explore community views and research what actions would be possible under the provisions of the community asset registration. Research will include consulting the Plunkett foundation about the options and nuances of setting up a community pub.

Whilst the view is that the pub is an important asset and essential to the village, it is not an option for the parish council to use public funds to purchase the building.

The building is suited to a small operation, significant passing trade in the summer and robust winter trade are possible but clearly the size of the site prevents the congestion to a gastro pub or event destination.

On a positive note - 2 pop up pub events will be held on:

- June 3rd
- July 5th.

2023/912 Woolmers Mead Drainage.

Essex Highways are making additional investigations.

2023/913 Community Youth group funding request.

Resolution: Approved a grant of £400 to be paid to the Village Hall.

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

Chair has contact sovereign to discuss the 1st tranche of works undertaken.

2nd Phase of works to be discussed and agreed with a plan to have the work booked in for completion before the summer holidays.

2023/915 Items for the next agenda – All

- Risk Register
- Community Pub

Meeting Closed 21:35

Will Adshead-Grant

Clerk to the Council.