



Chair           D. Loudfoot  
Vice- Chair   G. Howeson

Clerk: W.J. Adshead-Grant

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Agenda of the meeting of Pleshey Parish Council to be held at Pleshey Village Hall on Wednesday 14<sup>th</sup> June 2023 at 8pm.

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2023/916 Chair's Welcome:

Chair:

Councillors:

2023/917 Apologies for absence

2023/918 Declarations of interests (existence and nature) regarding items on the agenda.

2023/919 Public participation session for anyone with an interest in the Parish

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

2023/920 Confirmation of the Minutes of the Monthly meeting held on the 17.05.2023.

2023/921 External authorities report:

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**Planning status from Chelmsford Planning department:**

2023/922

<u>Reference</u>	<u>Address</u>	<u>Status</u>
23/00540/FUL	Barn North Of Bury Farm Bury Road Pleshey Chelmsford Essex CM3 1HB	Application Refused
23/00735/FUL	Dale Cottage Grange Road Pleshey Chelmsford Essex CM3 1HZ	Pending Consideration

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**Finances**

2023/923 Financial Report

Cheque Account £ 6,345.48

- Income £ 39.68 Interest

Reserve Account: £18,535.99

**Total £ 24,881.47**

2023/924 Payments for approval at the meeting:

Date	Item	Budget Line	Payment
24.06.2023	Cllr Kenning - AGM refreshments	Parish Reserve	£16.32
24.06.2023	Pleshey Village Hall - Youth Club Grant	Grants	£400.00
24.06.2023	interest on bank account	Parish Reserve	£0.77
24.06.2023	Essex Pension Fund	employee contribution	£13.30
24.06.2023	Essex Pension Fund	salary sacrifice	£66.85
24.06.2023	Essex Pension Fund	employer costs	£66.01
24.06.2023	HMRC	Paye	£62.80
24.06.2023	Clerk	payroll	£129.15

**Total** **£754.97**

2023/925 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. Friday 16<sup>th</sup> June
- Accounts load all AGAR onto the website. Clerk to complete review.

2023/926 Review and agree the monthly bank reconciliation – Vice Chairman

**Reports and Updates**

2023/927 Update on the Risk Matrix – ALL

2023/928 Discuss Drainage issue on Grange Road, Vicarage Road, Park Road  
Autumn plans to investigate the missing pipe.

2023/929 Woolmers Mead Drainage.  
Essex Highways are making additional investigations.

2023/930 Update on GJPA and any additional work or administration.  
Chair has contact sovereign to discuss the 1<sup>st</sup> tranche of works undertaken.  
2<sup>nd</sup> Phase of works to be discussed and agreed with a plan to have the work booked in for completion.  
before the summer holidays.

2023/931 Update on the Leather Bottle.

2023/932 Items for the next agenda – All

<b>13.09.2023</b>	<b>Monthly Meeting @ 8PM</b>
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