



Chair D. Loudfoot
Vice- Chair G. Howeson

Clerk: W.J. Adshead-Grant

Agenda of the Ordinary Meeting of Pleshey Parish Council to be held at Pleshey Village Hall on Wednesday 9th October 2024 at 8pm.

2024/1160 Chair's Welcome:

Chair:

Councillors:

2024/1161 Apologies for absence

2024/1162 Declarations of interests (existence and nature) regarding items on the agenda.

2024/1163 Public participation session for anyone with an interest in the Parish.
(Item does not need to be on the agenda).

2024/1164 Confirmation of the Minutes of the Ordinary meeting held on 06 June 2024.

2024/1165 Confirmation of the Minutes of the Ordinary Meeting held on 11th September 2024.

2024/1166 External authorities report.

- Chelmsford City Council:
- Essex County Council:

Finances

2024/1167 Financial Report – 4th October - 2024

Cheque Account	(Barclays)	£762.10	0% Interest.
Cheque Account	(Unity Trust)	£0	0% Interest.
Interest account opened.	(Unity Trust)	£495.90	2.75% Interest.
Reserve Account:	(Barclays)	£10,927.61	1.51% Interest.
		<u>Total</u>	<u>£ 12,185.61</u>

2024/1168 Payments for approval at the meeting:

	Item	Budget Line	Payment
10/10/2024	Essex pension fund	pension	£154.57

10/10/2024	HMRC	Paye	£68.00
10/10/2024	clerk	salary and expenses	£140.88
10/10/2024	PKF LittleJohn	Audit	£252.00
		Total	615.45

2024/1169 Clerk's Report and actions to be undertaken.

- . Gov.uk Update

2024/1170 Current budget performance FY 2024 to 2025 and estimated end of year.

	£13,250.00		Spent	Forecast	Balance	
Staff Costs	£5,460.00		£2,297.30	£2,500.00	£662.70	Union led 5% Pay rise in discussion
General Administration	£2,097.00		£929.03	£1,000.00	£167.97	
OPEN SPACES	£5,193.00		£2,415.30	£2,000.00	£777.70	
S137-Grants	£500.00		£0.00	£0.00	£500.00	
					£2,108.37	Potential UNDERSPEND

2024/1171 Proposed budget for the FY 2025 to 2026.

Budget	2024 – 2025	£13,250
Proposed Budget	2025 - 2026	£13,250

Staff Costs	£5,700.00
General Administration	£2,500.00
OPEN SPACES	£4,750.00
Grants	£300.00
	£13,250.00

2024/1172 Review and agree the monthly bank reconciliation – Vice Chairman.

2024/1173 Allotments

- Request to fence between the allotment plots 13/15 and Mount Villas (with a gate and fence).
- Update on Vacant plots.
- Discuss tenant policy.

Reports and Updates

2024/1174 Update on the Risk Matrix – ALL

2024/1175 Update on GJPA including the weekly reports and actions required.

2024/1176 Review and adopt the finance audit report – Internal auditing

2024/1177 Viewing Area – Gate and scarifier. – Cllr Somerville.

2024/1178 Grange Road flooding concerns.

2024/1179 Hedges on Coach / Bus routes.

2024/1180 Update on the status of the Leather Bottle public house and possible actions.

2024/1181 Items for the next agenda – All

13.11.2024 Monthly Meeting @ 8PM
15.01.2025 Monthly Meeting @ 8PM
12.02.2025 Monthly Meeting @ 8PM
12.03.2025 Monthly Meeting @ 8PM
09.04.2025 Monthly Meeting @ 8PM
07.05.2025 AGM & Monthly Meetings @ 8PM
14.05.2025 Annual Assembly of the Parish