**Chair D. Loudfoot**

 **Vice- Chair G. Howeson**

**Clerk: W.J. Adshead-Grant**

Posted: 05.10.2022

The Public and Press are invited (Public Bodies admission to Meeting Act 1960) and all Councilors are hereby summonsed to attend the meeting of Pleshey Parish Council to be held at Pleshey Village Hall on Wednesday 12th October 2022 at 8pm. For transacting the following business:

W.J. Adshead-Grant

2022/737 Chair’s Welcome

Chair:

Councillors:

2022/738 Apologies for absence

Cllr Gunn

2022/739 Declarations of interests (existence and nature) regarding items on the agenda.

2022/740 Public participation session for anyone with an interest in the Parish

(Item does not need to be on the agenda)

2022/741 Confirmation of the Minutes of the Monthly meeting held on the 8th of June 2022

2022/742 Confirmation of the Minutes of the Extraordinary meeting held on the 13th of July 2022

**Finances**

2022/743 Financial Report

Bank account status: Business Account £ 20,007

Cheque Account £ 4,438.29

 **Total £ 24,445.29**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
|   | **£9,264.00** |  | **Spent** | **Forecast** | **Balance** |  |
| Staff Costs |   |  |   |   |   |  |
| £4,674.00 |   | £2,079.00 | £2,079.00 | £516.00 |  |
| General Administration |   |   |   |   |   |  |
| £1,950.00 |   | £1,280.00 | £298.00 | £372.00 |  |
|   |   |   |   |   |  |
|   |   |   |   |   |  |
| OPEN SPACES | £2,140.00 |   | £748.00 | £500.00 | £892.00 |  |
|   |   |   |   |   |  |
| S137-Grants | £500.00 |   | £0.00 | £0.00 | £500.00 |  |
|   |   |   |   |   |   |  |
|   |   |   |   |   | £2,280.00 | **UNDERSPEND** |
|   |   |   |   |   |   |  |
| **Reserves** | £22,118.00 |   | £4,558.00 | £15,000.00 | £2,560.00 |  |

2022/744 Payments for approval at the meeting:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Date** | **Payment and Reason** | **Cheque Number** | **Value** | **Budget Line** |
| 13.07.2022 | JCM - Ground Works at Playground | 101020 | ~~£147.96~~ | General Reserves |
| 11.08.2022 | Internal Audit Fee | 101021 | £125.00 | Audit |
| 11.08.2022 | Wedo invoice - Sovereign - Playground  | 101022 | £2,001.12 | GJPA Refurbishment |
| 11.08.2022 | BHIB Insurance - Annual premium | 101023 | £421.22 | Insurance |
| 10.09.2022 | Essex Pension Fund - August | 101024 | £129.95 | Pension |
| 10.09.2022 | Essex Pension Fund - September | 101025 | £129.95 | Pension |
| 10.09.2022 | HMRC - September | 101026 | £54.80 | PAYE |
| 10.09.2022 | HMRC - August | 101027 | £54.80 | PAYE |
| 10.09.2022 | Clerk Salary - August | 101028 | £123.48 | SALARY |
| 10.09.2022 | Clerk salary - September | 101029 | £123.48 | SALARY |
| 10.09.2022 | Cllr Kenning - Tool station - Litter Picker | 101030 | £25.48 | General Reserves |
| 10.09.2022 | JCM - reissued Cheque 101020 | 101031 | £147.96 | General Reserves |
| 12.10.2022 | Essex Pension Fund - October | 101035 | £129.95 | Pension |
| 12.10.2022 | PPN - Clerks Subscription | 101036 | £15.00 | Reserve |
| 12.10.2022 | HMRC - October | 101034 | £54.80 | PAYE |
| 12.10.2022 | Clerk Salary - October | 101033 | £118.72 | Salary |
| 12.10.2022 | JCM – Works at the Playground | 101032 | £996.00 | GJPA Refurbishment |

Cheques to be confirmed at the meeting.

2022/745 Cheque 101020 to JCM has not been received. £147.96. Cheque was issued 11.08.2022. Request for a new cheque to be drawn

2022/746 Clerk's Report and actions to be undertaken.

* Clerk to Digitise the records of any loose-leaf minutes - Started
* 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)
* Clerk to write to all allotment holders with the new rates from September 2022.
* Bridge at Rooters Hill – LHP request on signage of a shared space Motor traffic and pedestrian.
* Drainage issues on Grange Road, Vicarage Road, and Park Road – Pass to Cllr Steel.

2022/747 Review and agree the monthly bank reconciliation – Vice Chairman

**Reports and Updates**

2022/748 Update on the Risk Matrix – ALL

2022/749 Ecology report – update on the draft report

2022/751 Feedback on the allotments

2022/752 Update on the playground equipment

2022/753 A proposal to lead on the reestablishment of the Queens Garden (former cricket pitch).

2022/754 Planning Application:

Reference: 22/01751/FUL

Address: 1 Rooters Hill Pleshey Road Pleshey Chelmsford

Description of works: Erection of garage/ancillary annexe building and modifications to existing access.

2022/755 Report(s) from External authorities

2022/756 Items for the next agenda – All

 09.11.2022 Monthly Meeting @ 8PM

 11.01.2023 Monthly Meeting @ 8PM

 08.02.2023 Monthly Meeting @ 8PM

 08.03.2023 Monthly Meeting @ 8PM

 12.04.2023 Monthly Meeting @ 8PM

 04.05.2023 **PARISH ELECTIONS**

 10.05.2023 AGM & Monthly Meetings @ 8pm

 14.06.2023 Monthly Meeting @ 8PM