

PLESHEY PARISH COUNCIL

% 45 Cherry Garden Road , Great Waltham, CM3 1DH E-Mail <u>Plesheypc@gmail.com</u>

http://www.essexinfo.net/plesheypc

Vice- Chair D. Loudfoot

J. Mallender

Chair

Minutes of the **Annual General Meeting** of the Council held at Pleshey Village Hall on Wednesday, 9th May 2018 .

Annual General Meeting

1. Election of Chairman

Cllr Mallender was elected.

2. Declaration of acceptance of office by Chair.

Paperwork was signed

3. Appointment of Vice Chairman

Cllr Loudfoot was elected

4. Appointments to Sub-Committees and outside bodies

Cllr Mallender Village Hall **Emergency Planning** Cllr Loudfort Footpaths Cllr Holland **Public Transport** Cllr Kenning Parish Magazine Cllt Kenning Allotments Cllr Gunn Essex Association of Local Councils Cllr Gardner Council for the Protection of Rural England Cllr Mallender Stansted Airport Cllr Gardner Health Cllr Loudfoot

Planning (3 nominees) Cllr Mallender , Loudfoot and Gardner

Golden Jubilee Playground Cllr Kenning

5. Re-Appointment of Auditor - M.Howard

Resolution M. Howard was re-appointed

6. Discuss the findings of the Internal Auditors report

The findings were discussed and the issues raised are being dealt with by the Clerk

- 1. Additional Insurance required to cover the additional play equipment purchased 2017-2018
- 2. Work with Chelmsford City Council to remove the anomaly of the £1 rental invoice of the Playground and the contra of the £3.95 for the allotments on the precept.

3. Addition of GDPR to the Risk Register

Resolution: The findings were accepted subject to the written report.

7. Review Risk assessments

Resolution The Risk assessments were reviewed and confirmed

8. Review asset list

Resolution The Risk assessments were reviewed and confirmed

9. To confirm and sign the Annual Governance Statement which forms section 12 of the Annual Return for Local Councils, Internal Drainage Boards and other smaller authorities in England for the year ended 31st March 2018.

Resolution: The Annual Governance was confirmed and signed.

10. To adopt the Annual Accounts for the year ended 31st March 2018 – and to sign the Annual Return for the year ended 31st March 2018

Resolution: The Annual Accounts were adopted and the return was signed.

11. Adopt the new standing orders

Item 5c was changed to read 8pm and not 6pm.

Resolution: The Standing Orders were adopted.

Meeting Closed 20:30 Will Adshead-Grant

Clerk to the Council



PLESHEY PARISH COUNCIL

% 45 Cherry Garden Road , Great Waltham, CM3 1DH E-Mail Plesheypc@gmail.com

http://www.essexinfo.net/plesheypc

Chair J. Mallender Vice- Chair D. Loudfoot

Minutes of the Monthly Meeting of the Parish Council at Pleshey Village Hall on Wednesday, 9th May 2018.

1. Chairman's Welcome

Chairperson Mallender

Cllrs Gunn, Holland, Gardener and Kenning

Clerk

2. Apologies

Cllr Loudfoot (Personnal)

3. Declarations of interests (existence and nature) with regard to items on the agenda.

None

4. Public participation session

None

5. Confirmation of the Minutes of the meeting of the Parish Council on 21st March 2018

Resolution: Confirmed

6. Confirmation of the Minutes of the meeting of the Parish Council on 27th April 2018

Resolution: Confirmed

7. Report from ECC and CCC attending councillors

None

8. Financial Report

8.1 Bank account status: Business Account £ 14,905.37

Community Account £ 6,300.88

8.2 Payments for approval listed below.

Cheque 100757 Zurich Municipal £291.76 Increased premium

Resolution The Cheques were approved and signed

9. Planning

18/00701/LBC

Address: The Gardens The Street Pleshey Chelmsford

Description of works: Installation of a rooflight and a new entrance door.

Please return your comments to us by: 14th May 2018

Resolution: The Parish Council has No Objections

10. Clerk's Report.

Main focus has been the AGAR and internal audit, Discussion on the 5 gateway chevron and the area of special interest - to be investigated.

11 Community Library

This item will be discussed at the annual assembly

12. Review of the bank reconciliation.

Resolution: This was reviewed and approved

13. Broadband speeds - feedback from the Parish

As no feedback from the article in the Parish News it was agreed to close and re-open if required.

Resolution: Item Closed

14. Vision and strategy - Communications and Info

Resolution :Cllr Gardener to update and issue the latest Version

15 Update on Mobile Reception

No update available from the Parochial Church Council.

Resolution:Cllr Mallender to follow up with the Chair of the Parochial Church Council

16 Update on Information Boards or Brass Plaques on walks or around the village

Agreed that the sample signs viewed from Fast Signs will be ideal for what the Parish Council wants to promote (Tourism / Footpaths)

Resolution: Expenditure of around £16.99 on an OS map approved - Cllr Gunn to action.

17. Pleshey Parish Guide

The information gathering of the guide is ongoing

Resolution Update at the September monthly meeting

18. Matters to be raised by members for the next agenda

It was discussed that agenda items should be e-mailed to the Clerk and there should be more descriptive agenda items so that the councillors and members of the public understand the agenda item before attending.

Resolution: This item is now closed for future agendas.

Meeting Closed 21:15

WIII ADshead-Grant

Clerk to the Council