

STOW MARIES PARISH COUNCIL
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Telephone No: **07541 685708**

Mrs. S.E. Sayer
Clerk to the Council
16 Buttercup Way,
Southminster,
Essex. CM0 7RZ

20th April 2021

Dear Councillor,

You are summoned to join a Virtual meeting of **STOW MARIES PARISH COUNCIL** to be held on **Monday 26th April 2021** commencing at **7.30 p.m.** when the following business is proposed to be transacted.

Topic: Stow Maries Parish Council Meeting
Time: Apr 26, 2021 07:30 PM London

Join Zoom Meeting
<https://us02web.zoom.us/j/83418541589?pwd=NDFoeEdzTFg1ZnlOMVQ0WVdQcFpZZz09>

Meeting ID: 834 1854 1589
Passcode: 777213

Yours sincerely,
Sarah Sayer
Parish Clerk/RFO

Chairman: Cllr. Simon Hollington
Vice Chairman: Cllr Neil Gilmore
Councillors: Cllrs Matthew Cooper & Cllr David Hopping

A G E N D A

21-22/001 APOLOGIES

21-22/002 DECLARATIONS OF INTEREST

- a) To receive any declarations of interest for any agenda items.
- b) To remind members it is their responsibility to check that their Register of Interests are up to date i.e. if any changes occur that they are updated within 28 days on the MDC website.

21-22/003 MINUTES OF PREVIOUS PARISH COUNCIL MEETING – 15/03/2021

- a) To receive, review amendments, approve and sign the minutes of the Parish Council meeting held on Monday 15th March 2021.

21/004 REPORT FROM DISTRICT COUNCILLOR

- a) To receive an update in person or a report from the District Councillor.

21/005 REPORT FROM COUNTY COUNCILLOR

- a) To receive an update in person or a report from Cllr Penny Channer.

21/006 QUESTIONS FROM THE PRESS AND PUBLIC

An opportunity for members of the public to speak and raise issues.

21/007 PLANNING MATTERS

- a) Planning Applications:- No planning applications evident at the time of writing.
- b) Planning correspondence received over the course of the month and circulated via e-mail:
- i) List of planning applications 6-16 2021 to be noted
 - ii) List of planning decisions and appeals 6-16 2021 to be noted
 - iii) Planning Decisions:- None at the time of writing.
- c) **CHELMSFORD CITY COUNCIL PLANNING DOCUMENTS CONSULTATION**
- l) Update
- d) **BRADWELL B**
- i) Update – no news to report at the current time.
- e) **STOW MARIES GREAT WAR AERODROME**
- I) Update on planning information/planning conditions for applications relating to 2009.
 - II) General update regarding the SMGWA.
 - III) Update from meeting held on Thursday 22nd April 2021 – Cllr Gilmore

21/008 HIGHWAY & PUBLIC RIGHTS OF WAY ISSUES

To receive updates on outstanding highways issues *and* an opportunity for members to raise any new highways issues and make decisions accordingly.

- a) **Update** on response from Highways regarding their promise to repair the damaged grass verges in Honeypot Lane and Church Lane, during the Wellinditch Bridge repair.
- b) **Update on new closure of Wellinditch Bridge – re infill.**
- c) **Local Highways Panel – Next meeting to be held on 11th June 2021.**
- i) Update following the zoom meeting with the Local Highways Panel Committee
 - Scheme request entered to LHP – Proposal for measures to reduce the high approach speeds of traffic entering the village 30mph limit from a Westerly direction (Lower Woodham Road)

- Scheme request entered to LHP – Proposal to review the extent of the “no overtaking” zone in Woodham Road currently extending from the junction with the B1012 Lower Burnham Road junction at Saltcoats Hill as far as the 30mph boundary gateway in Stow Maries (estimated approx. 1 mile)
 - Information relating to Horizontal Deflection (Chicane) has been sent to ECC Highways Engineer to review and revert back.
- d) **Railway Way Bridge Repairs** and resurfacing– Church Lane – update from HE – Matt Irwin and ECC Highways.
- e) Update regarding the situation with SWF Road infrastructure and to make any decisions accordingly.

21/009 FINANCE

- a) To receive payments and receipts for April 2021, to review and approve.
- b) To review and sign off the bank reconciliation to 31st March 2021 to bank statements.
- c) To discuss and decide on appointment of the internal auditor. Auditing Solutions provided a very comprehensive report last year and the cost is £110 plus VAT.
- d) Members to discuss and decide on a donation to the Church in respect of help maintaining the churchyard and path. Historically £150.00. Not paid during 19/20 or 20/21.

21/010 NEW WEBSITE

- a) Update regarding progress of project and to discuss and decide on any decisions that may need to be made.

21/011 CORRESPONDENCE

None at the time of writing other than what are already agenda items.

21/012 Co-option of Parish Councillor.

Members to discuss and decide on Debbie Driver joining to fill the Parish Councillor vacancy.

21/013 INFORMATION EXCHANGE AND ITEMS FOR THE NEXT MEETING

21/014 RISK ASSESSMENT FOR PARISH MEETING IN SMYTHE HALL

- a) Members to have noted and agree to abide by the risk assessment sent by the Committee of Smythe Hall whilst using its facilities.
- b) Members to agree the Risk Assessment drafted by the Clerk to ensure Councillors, members of the public and press and the Clerk’s health and safety during the course of the Parish Council meetings.

21/015 DATE OF THE NEXT MEETING – Monday 17th May 2021 at 7.30 p.m.

- a) This will be the Annual General Meeting of the Parish Council and will be held back in Smythe Hall.

21/016 ALL BUSINESS HAVING BEEN TRANSACTED THE CHAIR THANKS EVERYONE FOR ATTENDING & CLOSES THE MEETING.