

GREAT BENTLEY PARISH COUNCIL

The Community Resource Centre, The Village Hall Plough Road Great Bentley Colchester CO7 8LG

Tel: 01206 256410 Mobile: 07359 034865 E-mail: clerk@greatbentleyparishcouncil.co.uk

Clerk to the Council: Mrs D Humphris Chairman: Councillor Mrs P Dennitts

FULL COUNCIL MEETING OF GREAT BENTLEY PARISH COUNCIL – THURSDAY 7TH APRIL 2022

Members of the council are hereby summoned to attend a meeting of Great Bentley Parish Council scheduled to be held on **Thursday 7TH April 2022 following the closure of the Planning Committee Meeting which starts at 7.00pm** at Great Bentley Village Hall, Great Bentley Colchester CO7 8LG for the purpose of transacting the following business:

Denise Humphris

Denise Humphris
Clerk to the Council
Great Bentley Parish Council

31st March 2022

THIS MEETING IS OPEN TO THE PUBLIC

AGENDA

1. To appoint Chairman for the meeting in the absence of the Council Chairman

2. Apologies for absence: To receive apologies and confirm acceptance of those apologies : Councillor Pippa Dennitts; Councillor Alison Clarke

3. Declarations of Interest: To note the nature and type of declarations of interest in accordance with the Council's Code Of Conduct (and section 106 of the Local Government Finance Act 1992) relating to items on this agenda.

4. Great Bentley Primary School Expansion Plans - to receive an update from Kevin Wilby School Organisation Officer Essex County Council

5. Public Participation: There will be 10 minutes available for this session where members of the public may address the Council. All questions must be addressed through the Chairman who may direct an oral or written response. A maximum of 3 minutes per speaker will be permitted at discretion of the Chair. Thereafter members of the public are not permitted to interrupt the meeting or to participate in debate.

6. Minutes: To agree the minutes of the extraordinary meeting held on Thursday 24th March 2022 as a true record of the meeting for signature by the Chairman of this meeting (previously circulated)

7. Minutes of council committee meetings To receive acknowledge and ratify (where necessary) the minutes of the following meetings.

a) Full Council Planning Meeting held on 3rd March 2022

8. Annual Parish Meeting – Arrangements for meeting 12th May 2022

To remind Councillors of the forthcoming meeting and ask them to promote the Pride of Great Bentley Awards. Still need local sponsors and nominations for the awards.

9. Reports from District and County Councillors To note receipt of reports from:

a) County Councillor Alan Goggin

b) District Councillor Lynda McWilliams

10. Other reports. To note receipt of the following reports

a) Footpath Report

b) Caretaker's report

c) PCSO Crime Report

11. Clerk's report To receive the Clerk's report

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*Signed: Denise Humphris
Clerk to the Council : 31st March 2022*

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12. Matters relating to The Green

- a) The Green Working Party – to note the April report and associated actions
- b) Grasscutting contract – to review and approve an addendum to the existing grasscutting contract

b) Requests for permission to use The Green

i) Sunday 17th July Cricket Club 250 years celebration – Placing of flags, temporary sponsor boards; marquee in front of Cricket Club; 2 portable toilets; requesting permission to use alternative grass cutting equipment to cut the outfield.(full details circulated)

ii) Saturday 11th June Football Club Youth section awards -placing of marquee outside club from Friday 10th June - Sunday 12th June (details circulated)

iii) St Mary's Church – permission to display signs for Church events (details circulated)

13. Highways and Transport Matters

- a) To note the Transport Report. Any items raised for action will be placed on a future agenda.
- b) Speed Indicator Devices:
 - i) To note order has been placed and Locality Fund Application form submitted
 - ii) To consider positioning of SID once received and associated stress tests for lamp posts to be used
 - iii) To consider obtaining quotes for additional costs for contractor to move devices as and when required.

14. Railway Car Park – Security and prosecution of fly-tippers

To receive a verbal report from Councillor Peter Harry

15. Platinum Jubilee Celebrations

To consider organising lighting a Platinum Jubilee Beacon on Thursday 2nd June (details circulated) and to appoint officer/councillor to organize associated risk assessments for the event.(needed for insurance purposes)

16. Bank – signing arrangements

- a) To note that Councillor Herbert will remain as a bank signatory but does not wish to have online access.
- b) To approve the locum Clerk to replace the outgoing Clerk on bank mandates as the main bank contact with online access to be view and set up of payments only (as per existing clerk)
- c) To approve a Co-op Bank debit card.for the locum Clerk.

17. Finance

a) Annual Return for year ended 31st March 2022 and internal audit

To note that the year end figures(including bank reconciliations) and Annual Return for the financial year ended 31st March 2022 have been prepared and Internal Audit completed on 7th April. Figures and internal audit report will be reviewed by the Finance Committee April meeting for formal approval and signature at May Full Council meeting.

b) Payments for approval March/April 2022

To approve the list of payments as detailed (previously circulated)

18. Public Participation: There will be 10 minutes available for this session where members of the public may address the Council. All questions must be addressed through the Chairman who may direct an oral or written response. A maximum of 3 minutes per speaker will be permitted at discretion of the Chair. Thereafter members of the public are not permitted to interrupt the meeting or to participate in debate.

19. Next Full Council Meeting

a) To note the next meeting date Thursday 5th May 2022 at 7pm at Great Bentley Village Hall which will be the Annual Parish Council Meeting to elect Chairman for the municipal year May 2022- May 2023

b) Date of June meeting

To consider moving the June Parish Council meeting to 9th June due to the extended Bank Holiday & Jubilee celebrations taking place on 2nd June

20. Exclusion of the Public and Press

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To RESOLVE that in accordance with the Public Bodies (Admission to Meetings) Act 1960 that the public and press shall be excluded due to the confidential nature of the items to be discussed

21. Locum Clerk

To confirm contract and pay details (circulated)

22. Locum Clerk – single meeting 5th May 2022

To approve a locum clerk for one meeting only (due to the absence of the appointed locum) for Thursday 5th May and approve costs.(details previously circulated)

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*Signed: Denise Humphris
Clerk to the Council : 31st March 2022*