**Great Bentley Parish Council**

*Clerk and Responsible Financial Officer to the Council: Jennifer Spear*

The Community Resource Centre, The Village Hall Plough Road Great Bentley Colchester CO7 8LG Tel: 01206 256410 Email: clerk@greatbentleyparishcouncil.co.uk

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**Members of the Council are hereby summoned to attend the Annual Parish Council Meeting taking place at The Village Hall Plough Road Great Bentley Colchester CO7 8LG** **on Thursday 11th May 2023 at 7:00pm for the purpose of transacting the following business:**

**Members of the press and public are welcome to attend.**

Signed

Jennifer Spear

Clerk Responsible Financial Officer to the Council 05th May 2023

**AGENDA**

**05.29.23 Election of Chairman (Sign declaration of Acceptance of office)**

**05.30.23 To Receive and approve any Apologies of Absence**

**05.31.23 To Receive any declarations of Interest.**

**05.32.23 Minutes of the Full Council Meeting from the 06th April 2023 meeting (previously circulated) to be approved and signed.**

**05.33.23 General Power of Competence**

**Great Bentley Parish Council meet the following criteria:**

**a) The number of members of the council that have been declared to be elected, whether at an ordinary election or at a by election is equal to or greater than two thirds of the total number of members of the council.**

**b) The clerk to the parish council holds the certificate in Local Council administration.**

**05.34.23 Election of the Vice Chair**

**05.35.23 Co-option of a New Councillor**

a) Mrs Lynda McWilliams - to speak for a maximum of 2 minutes in support of her application

b) George Wright - to speak for 2 minutes in support of his application.

*‘For the purposes of full transparency, the process will be carried out in the public session and there will be no private discussions between members prior to a vote being taken. If Councillors are publicly discussing the merits or personal attributes of candidates, the Council will resolve to exclude the Press and Public (which will include the applicants) for the purpose of discussion, but the vote will take place in the public session. Voting will be according to statutory requirements and current Standing Orders.*

*a) An existing Councillor will need to propose a candidate for election.*

*b) This proposal will need to be seconded by another Councillor.*

*c) Voting will be by a show of hands of those Councillors present at the meeting or if at least two members so request by signed ballot. A successful candidate must have received an absolute majority vote of those present at the meeting (50% +1 of the votes at the meeting).’*

*(Extract from Great Bentley Co-option Policy Approved December 2021)*

c) To receive the newly co-opted Councillor’ s Declaration of Acceptance of Office.

**05.36.23 Public Participation session with respect to items on the Agenda and matters of mutual interest (time limited to 15 minutes)**

**05.37.23 Clerk’s Report**

a) To note report circulated prior to the meeting and answer any questions

**05.38.23 Finance**

a) AGAR – to receive the report from the internal auditor

b) AGAR – Annual Governance Statement to consider the questions and respond accordingly

c) AGAR – Audit Accounting Statements – to consider and agree the accounting statement figures

d) AGAR – Electors Rights – to note the dates of the Exercise of Public Rights as Monday 05th June 2023 to Friday 14th July 2023.

e) AGAR – To note the statement of variances as supplied with the AGAR.

f) To review the monthly financial bank reconciliation

g) To review and approve the Asset Register

h) To approve final payments for May in accordance with the 2022/23 budget – please see attached payments list

i) To Counter sign the cheque for the bank transfer of £60,000 of the precept from the Co-op account to the unity account.

j) To note that the clerk has moved up one pay scale due to the completion of the CiLca

k) To discuss the second quote for the Railway Car Park Signs.

l) To note receipts: £89.16 Office Rent Pre School

£6500 Precept

£619 LCTS Grant

£88.54 Bank Interest

£100 TDC Grant for the Coronation

**05.39.23 To nominate and agree representatives for:**

a) The Finance Committee

b) The Personnel Committee

c) The Green Working Group

d) The Environmental working Group

e) Southside Track Working Group

f) Football Club Liaison

g) Cricket Club liaison

h) TDALC representative

i) Street Lighting

j) PCSO Liaison

**05.40.23 To discuss reinstating a planning committee.**

**05.41.23 To discuss and agree to the Great Bentley Code of Conduct**

**05.42.23 To discuss the implementation of the proposed Training and Development Policy**

**05.43.23 To Discuss the Gigaclear Proposal across The Green**

**05.44.23 To discuss the Speed Survey request for Heckfords Road**

**05.45.23 To discuss the quote for the removal of the bush and or tree at the new allotment.**

**05.46.23 To discuss the proposal for the addition of Gym Equipment at the school Playground**

**05.47.23 The Green Working Group**

a) To note the report from the Green Working Group

**05.48.23 Planning/Housing**

**To discuss and agree any comments for the following planning applications:**

a) [23/00599/FULHH](https://idox.tendringdc.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=RTM7Y0QB0MT00) 1 Weeley Road Aingers Green, Proposed 1 1/2 storey side extension, two storey and single storey rear extension with attached double garage (alterations to approved planning 21/01655/FULHH).

b) [23/00471/OUT](https://idox.tendringdc.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=RSA7VXQB0OT00) land off Cinderpath Way, R/O St Marys Lodge

Outline Planning Permission (including access with all other matters reserved) for erection of one detached dwelling

**To note the following planning decisions:**

[23/00055/FULHH](https://idox.tendringdc.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=RODMXYQB0MT00) 4 morrella close, Proposed single storey rear extension to form kitchen/garden room

Approval

[23/00247/FULHH](https://idox.tendringdc.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=RQ465JQB0MT00) 20 Linnet Way, Proposed single storey rear extension

Approval

[23/00332/FULHH](https://idox.tendringdc.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=RQW3ZCQB0MT00) Allegro, Aingers Green Road Proposed single storey rear extension with glazed roof lantern and first floor rear extension

Approval

**05.49.23 Reports from District and County Councils** (ECC Alan Goggin, TDC Lynda McWilliams)

**05.50.23 Council Reports:**

**a)Footpath report**

Circulated prior to the meeting

**b)Caretaker’s Report**

Circulated prior to the meeting

**05.51.23 Highways & Transport Reports:**

Circulated prior to the meeting

**05.52.23 Training/Events**

a) Reports on attended events

b) Nominations for new events

*New Councillor Training Dates: i)Day 1 Tues 06th June 10:00 - 16:00*

*Day 2 Tues 13th June 10:00 - 15:30*

*ii) Day 1 Sat 17th June 10:00 - 16:00*

*Day 2 Sat 24th June 10:00 - 15:30*

*iii) Day 1 Mon 26th June 10:00 - 16:00*

*Day 2 Mon 03rd July 10:00 - 15:30*

*iv) Day 1 Wed 12th July 10:00 - 16:00*

*Day 2 Wed 26th July 10:00 - 15:30*

*iiv) Day 1 Sat 15th July 10:00 - 16:00*

*Day 2 Sat 22nd July 10:00 - 15:30*

*(Saturdays are £120 each day and weekdays are £95 each day)*

**05.53.23 Information Exchange/Items for next agenda**

**05.54.23 To confirm date of the Annual Parish Meeting and the next Parish Council Meeting**

The Annual Parish Council meeting is booked for 7:00pm on Thursday 25th May 2023 and the next Parish Council meeting is booked for 7:00pm on Thursday 01st June 2023.

**05.55.23 Public Open Forum** (Maximum 10 minutes)