



Messing Cum Inworth Parish Council
NOTICE OF PARISH COUNCIL MEETING



Members are duly summoned to attend

TUESDAY 19 MARCH 2024, Messing Village Hall, 7.30pm

14.03.24 *Karen Elliott*, Clerk to the Council

AGENDA

APOLOGIES

- a) **RECEIVE** apologies for absence.
- b) **NOTE** decisions to accept apologies for absence.

DECLARATIONS OF INTEREST

- a) **RECEIVE** declarations of interest regarding the agenda.
- b) **NOTE** decisions of requests for dispensation relating to the agenda.

MINUTES - APPROVE minutes (previously circulated) as a true record - *for signature by the Chairman.*

- a) minutes of the council meeting held on Monday 12 February 2024.

PUBLIC PARTICIPATION (*shall not exceed 15 minutes*)

- a) **RECEIVE** reports from City and County Councillors.
- b) **RECEIVE** public comments relating to the agenda or matters for future consideration.

Members of the public may make representations, answer questions and give evidence at a meeting they are entitled to attend, shall direct comments to the chair and not speak for more than 3 minutes. A question shall not require a response nor start debate. Matters will be considered in accordance with the agenda.

PARISH MATTERS Inworth highway signs/repairs; Orchard minutes, risk assessment, accounts; Allotment grounds maintenance, plot 12, tenancy agreement; parish tree survey; parish plan; A12 widening; S106 funding.

GOVERNANCE

- a) **RESOLVE** Committee appointments.
- b) **CONSIDER** Co-option policy, Allotment agreement.
- c) End of year audit, to complete internal control review.
- d) **RECEIVE** NALC briefing on council email addresses and password security.
- e) **RESOLVE** to **ADOPT** ICO model publication scheme. Template to be completed.
- f) Councillor training schedule, new code of conduct training with MO.

PLANNING

- a) Essex Minerals Local Plan Review consultation www.essex.gov.uk/minerals-review **Due to significant public interest the consultation deadline has been extended to 5pm on Tuesday 09 April.**
- b) 240273 The Old Vicarage, CO5 9TR, listed building, Renovation of all windows, replacement of 6 existing windows, 2 new french doors <https://www.colchester.gov.uk/wampd/?id=240273>
- c) 240343 Village Hall, CO5 9TR, listed building, Repairs and repointing to brickwork to front and side elevations <https://www.colchester.gov.uk/wampd/?id=240343>

FINANCE

- a) **RECEIVE** RFO report (previously circulated) closure of Barclays reserve account
- b) **RECEIVE** and **CONFIRM** bank reconciliation for month ended 29 February 2024 - *for signature by 2 members.*
- c) **RECEIVE** and **APPROVE** accounts for payment - *for signature by 2 members.*
- d) **RESOLVE** to **APPROVE** laptop purchase, cloud storage, gov.uk domain/website/emails, IT support, PO Box.

CLERK'S REPORT correspondence, portrait of HM King Charles III ordered, town and parish clerk forum, RCCE, casual vacancy, gov.uk webinar Parish Council Domains helper service.

BRIEF REPORTS OF MEMBERS - matters for forthcoming Agenda.

NEXT MEETING - to confirm council meetings 16 April, 21 May, annual parish meeting.

PERSONNEL MATTERS - **RESOLVE** pursuant to s1(2) Public Bodies (Admission to Meetings) Act 1960 for the public and press to leave the meeting due to the confidential nature of business to be transacted.

- a) Outstanding issues relating to previous employee, correspondence, final pay.
- b) Review locum clerk contract, additional hours, annual leave carryover, training, resources.

Close of Meeting