



Messing Cum Inworth Parish Council

Minutes of the Annual Meeting of Messing Cum Inworth Parish Council
held on Tuesday 21 May 2024 at Messing Village Hall commencing 7.30pm



		PRESENT
Chairman	Councillor R Suckling	Yes
Councillors	Councillor Mrs J Hughes	Yes
	Councillor R Strudwick	Yes
	Councillor Mrs M Irons	Yes
	3 VACANT SEATS	
IN ATTENDANCE	Clerk and 1 member of the public	

1 65/24 **ELECTION OF CHAIR** - It was **RESOLVED** to elect Councillor R Suckling as of Chair of the Parish Council, term of office to May 2025, on the proposal of Councillor Mrs J Hughes, seconded Councillor Strudwick and agreed. The declaration of acceptance of office was duly signed by Cllr Suckling.

2 66/24 **ELECTION OF VICE-CHAIR - DEFERRED**

3 67/24 **APOLOGIES** were received from City Councillor A Ellis.

4 68/24 **DECLARATIONS OF INTEREST: NIL**

5 69/24 **MINUTES - APPROVE** minutes of the meeting of the council held on 08 May 2024 - **DEFERRED**

6 70/24 **PUBLIC PARTICIPATION** - a member of public expressed an interest in co-option to the council. Cllr Mrs Hughes was thanked for her work on the allotment report. Clerk to receive a copy of allotment association insurance.

7 71/24 **GOVERNANCE**

a) Members' register of interests were **RECEIVED** from Cllr Suckling and Cllr Strudwick.

b) It was **RESOLVED** to adopt the new LGA Model Councillor Code of Conduct on proposal Cllr Suckling, seconded Cllr Strudwick and agreed.

c) **RESOLVE** to adopt new Financial Regulations (previously circulated) - **DEFERRED**

d) **REVIEW** policies, procedures and practices:

i. Complaints Procedure - **DEFERRED**

ii. Council obligations under freedom of information and data protection legislation - **DEFERRED**

iii. Dealing with the press and media - **DEFERRED**

iv. Employment including grievance - **DEFERRED**

v. Review Council expenditure incurred under s.137 LGA 1972 - NIL

e) **RESOLVE** to readopt the terms of reference for the personnel committee - **DEFERRED**

f) **RESOLVED** to **APPROVE** ongoing membership of professional bodies: Essex Association of Local Councils, National Association of Local Councils, Society of Local Council Clerks, Rural Community Council of Essex.

g) **REVIEW**

i. inventory of land and other assets including buildings, IT and office equipment - asset register to be updated, to add war memorial, orchard classroom, playground bench, village green bench.

ii. arrangements for insurance cover in respect of all insurable risks - Cllr Suckling to update.

h) Business continuity and IT: website, emails, data security - IT support, business requirement, data resilience - Cllr Suckling to follow up.

8 72/24 **PLANNING - CONSIDER** the following applications or decisions presented to Council for comment:

a) CCC Local Plan Review:

i. Designated Rural Areas (previously circulated) responses by Friday 24 May. **SUPPORTED** on proposal Cllr Suckling, seconded Cllr Mrs Hughes, all agreed.

ii. Site meeting to consider settlement boundary - report to be published in the autumn.

9 73/24 **FINANCE** - payments **APPROVED** on proposal of Cllr Suckling, seconded Cllr Strudwick, all agreed.

Power	Payee	Description	Net £	VAT £	Gross £
LGA 1972 s111	Colchester IT	Laptop service, update, replacement charger	120.00	24.00	144.00
LGA 1972 s111	BAA Groundcare Ltd	Parish Tree Hazard Risk Assessment	305.00	61.00	366.00
LGA 1972 s111	Staff	Office expenses 4 packs printer paper	15.84	3.16	19.00
LGA 1972 s111	Community Heartbeat Trust	Annual Support Care Package	135.00	27.00	162.00

10 74/24 **PARISH MATTERS**

a) Highways: Inworth road signs and repairs, speeding along Kelvedon Road - to follow up with Councillor Bentley.

b) Outside spaces: orchard maintenance and pathway repair, consider parish tree survey report, CCTV installation, replanting allotment flower bed, hedging to be cut back. **RESOLVED** to purchase tree signs, proposed Cllr Suckling, seconded Cllr Mrs Hughes and agreed.

c) Defibrillators: registration update, Messing annual support package agreed.

11 75/24 **CLERK'S REPORT: NIL**

12 76/24 **BRIEF REPORTS OF MEMBERS: NIL**

13 77/24 **NEXT MEETING - RESOLVED** dates for meetings to be held 18 June, 09 July, 20 August, 17 September, 15 October, 19 November, 10 December 2024, and 14 January, 18 February, 18 March, 15 April, 20 May 2025.

14 78/24 **RESOLVED** pursuant to s1(2) Public Bodied Act 1960 for the public and press to leave the meeting due to the confidential nature of business to be transacted, proposed Cllr Mrs Hughes, seconded Cllr Suckling and agreed.

a) Personnel matters - it was **RESOLVED** to extend the locum clerk contract for a further 6 months. Clerk to prepare documents for recruitment of permanent post.

b) CCC call for sites pre-planning matters - members received an update from the meeting.

There being no further business, the meeting closed at 21.57.