



Messing Cum Inworth Parish Council
NOTICE OF PARISH COUNCIL MEETING



Members are duly summoned to attend
MONDAY 22 APRIL 2024, Messing Village Hall, 7.30pm

17.04.24 *Karen Elliott*, Clerk to the Council

AGENDA

1 APOLOGIES

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

2 DECLARATIONS OF INTEREST

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

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

- a) minutes of the meeting of the council held on Tuesday 19 March 2024.

4 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.

5 Co-option

- i. Resolve to approve and adopt Co-option policy (previously circulated)
- ii. Receive written applications for the office of Parish Councillor.
- iii. Receive candidate submissions in person (*shall not exceed 3 minutes per candidate*)
- iv. Consider co-option to existing vacancies utilising the person specification criteria, Co-option Policy Appendix B, with each candidate proposed and seconded by a member present. Vote by show of hands (LGA 1972 Sch.12. Para 39) will then take place. To be elected to the Council, it is necessary to obtain an absolute majority of votes cast.
- v. Upon conclusion of voting, the Chairman will declare any successful candidates duly elected. Successful candidates will sign a Declaration of Acceptance of Office before taking office as Parish Councillor.
- vi. New Councillors will be provided with a copy of the Council Code of Conduct and induction pack. Upon signing the Declaration of Acceptance of Office, new members may take their seat immediately.
- vii. Clerk to notify Electoral Services of new Councillor appointments. Councillors required to submit, within 28 days of being elected, a completed Registration of Interests form to the Monitoring Officer, copy retained by the Clerk.

6 PARISH MATTERS

- a) Highways: update on site visit regarding Inworth road signs and repairs.
- b) Messing Orchard
 - i. receive minutes
 - ii. accounts and s 106 funding
 - iii. vandalism and fly-tipping, repairs, security, insurance.
 - iv. quotes for new gates and fencing, CCTV, wheelchair accessible picnic table, litter and recycling bins.
 - v. future development plans - vision, community use, forest school, garden design, facilities.
 - vi. grounds maintenance
- c) Allotments: tenancy agreement, land registry, development plans, insurance, facilities, new tap, grounds maintenance.
- d) Parish tree survey update.
- e) Parish plan: establish working group, consider development of Neighbourhood Plan.
- f) Local Plan Review
 - i. CCC online briefing covering Neighbourhood Plan and Local Plan Review - *Cllr Mrs Hughes*
 - ii. Site meeting to engage on Local Plan Review including settlement boundary and call for sites - update.

7 GOVERNANCE

- a) **RESOLVE** to receive MIAG funds ringfenced for specific use aligned to original donated purposes, subject to a period of five years, after which time any such funds would be subsumed within general local authority funds, and providing the constitution of the MIAG group allows such funds to be passed to the council and that there is no restriction with respect to tax advantages. To agree MIAG terms (previously circulated).
- b) Receive internal control statement and internal control review.
- c) Receive ICO publication scheme report.
- d) Agree date for new code of conduct training with MO.

8 PLANNING

- a) Essex Minerals Local Plan Review consultation www.essex.gov.uk/minerals-review - to approve correspondence submitted (attached).
- b) Development adjacent to Elms Farm, New Road, Tiptree - to approve correspondence raising concerns.
- c) Steeple Bumpstead Neighbourhood Plan public consultation: <https://www.braintree.gov.uk/policyconsultation>
- d) Briefing covering CCC Neighbourhood Plan and Local Plan Review update.
- e) CCC Settlement Boundary Review (attached, previously circulated) responses by Friday 10 May.
- f) Is the Planning Policy Position for Net Zero Carbon Homes and Buildings in Greater Essex suitable and appropriate to include in the Colchester Local Plan Review? Consultation ends 30 May. <https://www.colchester.gov.uk/local-plan/engagement-consultation/planning-policy-position-net-zero/>
- g) National Grid Norwich to Tilbury statutory public consultation <https://www.nationalgrid.com/electricity-transmission/network-and-infrastructure/infrastructure-projects/norwich-to-tilbury>
- h) Braintree DC Local Plan Review call for sites - opportunity to propose sites that could be considered suitable for development. Includes homes, specialist housing, employment, leisure, open space, community facilities, education. Submissions by 24 May <https://braintree-consult.objective.co.uk/kse/>
- i) 240630 - Barn at Hill Farm, Inworth, CO5 9SX - Certificate of lawfulness application which seeks to regularise use of part of The Barn as a self-contained dwelling - <https://www.colchester.gov.uk/wampd/?id=240630>
- j) 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> **DECISION: Approve Conditional**

9 **CLERK'S REPORT** correspondence, portrait of HM King Charles III received.

10 **BRIEF REPORTS OF MEMBERS** - matters for forthcoming Agenda.

11 **NEXT MEETING** - Tuesday 21 May annual council meeting, preceded by annual parish meeting.

12 **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) Review locum clerk contract, additional hours, annual leave carryover, training, resources.

13 FINANCE

- a) **RECEIVE** RFO report (previously circulated), update on closure of Barclays reserve account, VAT reclaim received, S106 Community funds, s106 Leisure funds, internal audit booked 23 May.
- b) **RESOLVE to APPROVE** laptop purchase, cloud storage, allotment tap.
- c) **RECEIVE** and **CONFIRM** bank reconciliation for month ended 31 March 2024 - *for signature by 2 members.*
- d) **RECEIVE** and **APPROVE** accounts for payment - *for signature by 2 members.*

Close of Meeting