



# Messing Cum Inworth Parish Council



## COUNCIL MEETING

Minutes of the meeting of Messing Cum Inworth Parish Council

Tuesday 18 March 2025, Messing Village Hall, 7.30pm

### PRESENT

Chairman	Councillor R Suckling	Yes
Councillors	Councillor Mrs J Hughes	Yes
	Councillor R Strudwick	Yes
	Councillor Mrs M Irons	Yes
	Councillor Mrs C Baxter	Yes
	2 VACANT SEATS	
IN ATTENDANCE	Clerk	
	County Councillor K Bentley	
	1 member of the public	

1 23/25 **APOLOGIES:** NIL

2 24/25 **DECLARATIONS OF INTEREST**

- a) **RECEIVE** declarations of interest regarding the agenda: Councillor Mrs Baxter declared an interest in item 7c (29/25) as Chair of Messing Allotment Association.

3 25/25 **PUBLIC PARTICIPATION**

- a) **RECEIVE** reports from City and County Councillors: City Councillor Ellis had sent his apologies for the meeting but will be talking with planning officers at CCC about the Tiptree/Messing boundary issue and reporting back. County Councillor Bentley gave an update on the Local Government Reorganisation and Devolution processes. A joint statement from all local authorities in Essex will be submitted to government by the end of March and the full business case which will include proposal for the number of new unitary authorities will be submitted by the end of September. Mayoral elections will then take place in May 2026, the shadow cabinets for the new authorities will be set up in May 2027 and vesting day for the new authorities will be in May 2028. There will be a briefing for parish councillors at Birch Village Hall on Saturday 5 April from 10am, details to be circulated. The member led pothole scheme is still open for potholes to be reported, the clerk will re-submit the two in New Road along with the one in Inworth Road opposite Stonefield Farm shop. *Cllr Bentley left the meeting at 19.57.*
- b) **RECEIVE** public comments relating to the agenda or matters for future consideration: The homeowner from Victoria House, School Road offered to answer any questions about the new porch planning application but councillors had no questions. *Resident left the meeting at 19.59.*

4 26/25 **MINUTES - APPROVE** minutes (previously circulated) as a true record

- a) minutes of the meeting of the council held on 18 March 2025 were **APPROVED** on proposal of Cllr Suckling, seconded Cllr Mrs Hughes, all agreed and duly signed by the Chair.

5 27/25 **GOVERNANCE**

- a) Updated parish actions list **RECEIVED**. Clerk received information already sent from Microshade VSM. Clerk to add documents for Cllr Suckling to view.
- b) Parish Council calendar **RECEIVED**.
- c) Updated policy review list **RECEIVED**.  
Community engagement strategy – Cllr Suckling proposed, Cllr Mrs Baxter seconded and all agreed.  
Safeguarding policy – Cllr Suckling proposed, Cllr Mrs Hughes seconded and all agreed.  
Health and Safety policy – Cllr Mrs Baxter proposed, Cllr Mrs Irons seconded and all agreed.  
Reserves policy – Cllr Suckling proposed, Cllr Strudwick seconded and all agreed.  
Risk assessment – Cllr Mrs Baxter proposed, Cllr Mrs Irons seconded and all agreed.  
Clerk to add all to the website with version number and review date, compile list of regular volunteers and issue the health and safety policy. Risk assessment to be revisited in three months.
- d) Proposed formats for Annual Parish Meeting and Annual Meeting of the Parish Council were discussed. Clerk to book village hall for Annual Parish Meeting for 2 May and contact organisations listed to ask for a representative to give an update.

- e) Transition to new website. New website is live with all necessary information available. The link to CCC's register of interests has previous councillors still showing so clerk will arrange to be updated. The messinginworth.org domain has expired so would need to be re-purchased to signpost search engines to the new domain. Clerk will contact Parish Online to find out if this will happen over time anyway and for all browsers.

**6 28/25 PLANNING - CONSIDER** the following applications or decisions presented to Council for comment:

- a) 250187 Victoria House, School Road – new porch to front of dwelling  
<https://www.colchester.gov.uk/wampd/?id=250187> – no objections from councillors.

**7 29/25 PARISH MATTERS**

- a) Grass cutting for Messing Green, orchard and allotment site – Clerk to confirm grass cutting arrangements for Messing Green with the Marven family and ask for copy of insurance. Clerk to contact James to confirm same schedule of cuts for orchard and allotment site.
- b) Orchard – Clerk to look into Eventbrite for tickets for events and order extra table and banner when Cllr Mrs Irons has sent the details. Clerk to contact ECC about salt bins again.
- c) Allotments – Plot 3 tenant has given notice, clerk to confirm when shed will be removed. New plotholder can therefore be offered Plot 3 or 4, clerk to contact and arrange paperwork and invoice. Cllr Mrs Hughes will use Perrywoods giftcard to purchase plants for the noticeboard area and get whips for the play area hedge.
- d) Tree work – M.J Green will return to complete the orchard work on Friday 21 March or Friday 4 April and have sent their invoice to the clerk.
- e) Play area – Cllr Strudwick has ordered the replacement caps identified as missing in the recent operational survey report. The sign for the entrance needs to be in place before the annual inspection.
- f) Defibrillators – Clerk obtained two alternative quotes for annual servicing of both defibs however these companies take the units away to service so they are out-of-action for a few days. Clerk to contact CHT again to discuss formally including the Inworth defib in the annual service.
- g) Assets of community value – Clerk had circulated letter received from CCC to confirm that the Old Crown is now re-listed.
- h) Parish magazine – Cllr Mrs Baxter and Cllr Mrs Hughes attended meeting with other village organisations and a questionnaire will be sent out to all households to obtain ideas for content and format etc. It will be a quarterly magazine, funded by advertising revenue.
- i) Potholes – Clerk to re-submit pothole locations to ECC.
- j) Devolution – consultation is open until 13 April, Clerk will continue to circulate all information received.
- k) Colchester Local Plan – Cllr Mrs Hughes attended the second CALC organised meeting and Cllr Mrs Irons will attend on 25<sup>th</sup> March. Clerk to contact Karen Syrett to request meeting with planning officers to discuss options for Messing.
- l) VE Day – FoMC are organising a social event, to be held on 10 May.
- m) Additional dog waste bin – Clerk to contact CCC to seek guidance on where dog bins can be sited following complaints from residents.

**8 30/25 CLERK'S REPORT** was **RECEIVED** and **NOTED**

Clerk to complete s106 request form for ideas for projects.

**9 31/25 FINANCE**

- a) Orchard finances update was **RECEIVED**.
- b) Finance report was **RECEIVED** and **NOTED**.
- c) Petty cash float was counted and **CONFIRMED**.
- d) Bank reconciliation for the month of February was **APPROVED**, signed Cllr Mrs Baxter and Cllr Mrs Irons
- e) Accounts for payment were **APPROVED**, signed Cllr Mrs Baxter and Cllr Mrs Irons

**10 32/25 BRIEF REPORTS OF MEMBERS** - matters for forthcoming agenda: new residents pack, Annual Parish Meeting, playground signage

**11 33/25 NEXT MEETING** - confirmed Tuesday 15 April 2025 commencing 19.00

12 34/25 **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.

35/25 **PERSONNEL MATTERS**

Clerk now has employment contract from Dartford Borough Council with continuous service included from 2001 and will discuss again with RCCE.

There being no further business the meeting closed at 22.28

**PAYMENTS FOR APPROVAL - MARCH 2025**

LGA 1972 s111	UTB	Internal transfer from reserves	£5,000.00
LGA 1972 s111	Staff 3	Salary & office allowance (March)	£928.51
LGA 1972 s111	HMRC	PAYE	£50.57
LGA 1972 s111	Pension Fund	Pension contributions (March)	£300.21
LGA 1972 s111	Staff 3	Expenses	£8.62
LGA 1972 s111	RCCE	Inv 8015 Housing Needs Survey	£256.60
LGA 1972 s111	EALC	CiLCA training and qualification	£910.50
PHA 1875 s165	MJ Green	Treework	£4,680.00