



# Messing Cum Inworth Parish Council



Minutes of the meeting of the Council  
Tuesday 18 June 2024, Messing Village Hall, 7.30pm

Chairman  
Councillors

Councillor R Suckling  
Councillor Mrs J Hughes  
Councillor R Strudwick  
Councillor Mrs M Irons  
Councillor Mrs C A Baxter  
2 VACANT SEATS  
Clerk

## PRESENT

Yes  
Yes  
Yes  
Yes  
Yes

## IN ATTENDANCE

- 1 79/24 **APOLOGIES** from County Councillor K Bentley and City Councillor A Ellis were **RECEIVED** and **NOTED**
- 2 80/24 **DECLARATIONS OF INTEREST:** Nil
- 3 81/24 **CO-OPTION**
  - a) Written application for the office of Parish Councillor was **RECEIVED** and **NOTED**. The candidate was given the opportunity to speak about their application.
  - b) **RESOLVED** to **APPROVE** co-option of Mrs Carol Baxter on proposal Councillor R Suckling, seconded Councillor Mrs J Hughes and agreed. The Chairman declared Mrs C Baxter duly elected as member of Messing Cum Inworth Parish Council. Mrs Baxter signed the Declaration of Acceptance of Office and took her seat as Parish Councillor.  
*Clerk to notify Electoral Services of new Councillor appointment. Members are required to submit, within 28 days of being elected, a completed Registration of Interests form to the Monitoring Officer (MO), copy retained by the Clerk.*
- 4 82/24 **PUBLIC PARTICIPATION:** details of locality budgets were received from County Councillor K Bentley ECC £5k and CCC £6k towards grant funding. City Councillor A Ellis reported CCC Local Plan review is now underway. Cllr Ellis has moved back onto the Local Plan Committee and will update Council in July.
- 5 83/24 **MINUTES**
  - a) On proposal of Cllr Sucking, seconded Cllr Mrs Hughes, it was **RESOLVED** to **APPROVE** minutes of the meeting of the Council held on 21 May 2024 as a true record, agreed by all and duly signed by the Chairman.
  - b) minutes of the meeting of the council held on Wednesday 08 May 2024 - deferred
- 6 84/24 **GOVERNANCE**
  - a) **RESOLVE** to adopt new Financial Regulations (previously circulated) - deferred
  - b) **RECEIVED** NALC The Good Councillor's Guide 2024 online publication. To request hard copies to be purchased.
  - c) **TRAINING** Local Government Association (LGA) is encouraging councils to ensure that members, in particular first-time councillors, are alerted to the range of information and support the LGA provides. [New councillors can access LGA's recently updated councillor hub to find information about their roles.](#) The LGA is inviting newly elected councillors to attend a [series of government-funded events for new councillors.](#)
- 7 85/24 **FINANCE**
  - a) **RECEIVED** finance report (previously circulated) including 2024/25 budget review.
  - b) **APPROVED** bank reconciliation for the month of May 2024, signed Councillor Mrs M Irons and Councillor Mrs C Baxter, all agreed.
  - c) **APPROVED** accounts for payment, signed Cllr Suckling and Councillor R Strudwick, all agreed.

Power	Payee	Description	Net £	VAT £	Gross £
LGA 1972 s111	Staff	Salary & office allowance (Jun)	728.44	0.00	728.44
LGA 1972 s111	HMRC	PAYE (Jun)	159.34	0.00	159.34
LGA 1972 s111	Essex Pension Fund	Pension contributions (Jun)	274.30	0.00	274.30
PHA 1875 s164	J Cornwell	Grounds maintenance Orchard (May)	160.00	0.00	160.00
PHA 1875 s164	J Cornwell	Grounds maintenance Parish (Jun)	150.00	0.00	150.00
  - d) **CONSIDER** and **APPROVE** Statement of Accounts and Reconciliation for year ending 31 March 2024 - deferred.
  - e) **CONFIRM** the assets list for the year 2023/24, set an appropriate minimum (replacement) value for the register. Cllr Suckling to update including cost for labour, orchard items, playground gate, bench, parish notice boards.
  - f) **RECEIVED** report and covering letter from Internal Auditor, recommendations **NOTED**. Actions to be drafted.
  - g) **CONSIDER** 2023/24 AGAR submissions to the External Auditor
    - i. Section 1: Annual Governance Statement - deferred
    - ii. Section 2: Accounting Statements - deferred
  - h) **NOTE** the dates for the Notice of Public Rights - deferred
  - i) **CONSIDER** and **AGREE** the Insurance renewal for 2024/25 - deferred pending asset register update.
  - j) **RECEIVE** public liability certificates for 2024/25 from contractors - deferred
- 8 86/24 **PLANNING - CONSIDER** the following applications or decisions presented to Council for comment:
  - a) 240273 The Old Vicarage, The Street, Messing, CO5 9TR. Renovation of all windows, replace 6 existing windows including creation of 2 new French doors within altered window openings. **DECISION: APPROVE CONDITIONAL** <https://www.colchester.gov.uk/wampd/?id=240273> **NOTED**

- b) 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. **DECISION:** Approve Certificate of Lawful Use or Development. <https://www.colchester.gov.uk/wampd/?id=240630> **NOTED**
- c) New Planning appeal. **Proposal:** Erection of detached bungalow. **Application No:** 230067. **DTLR Appeal Ref:** APP/A1530/W/24/3342003. **Appeal Start Date:** 29/05/2024. **Location:** Elms Farm Bungalow, Messing Road, Tiptree, CO5 9TG. **Appeal Against:** Refusal of planning permission. (Planning enforcement notification served). <https://www.colchester.gov.uk/wampd/?id=230067> **NOTED**
- d) **RECEIVED** Affordable Rural Housing RCCE information - to follow up.

**9 87/24 PARISH MATTERS**

- a) Highways A12VTAG meeting 28 June - Cllr Strudwick to attend.
- b) Parish boundary with Tiptree, statement of common ground - to seek clarification on implications for changing the boundary, promoting development, building road.

**10 88/24 CLERK'S REPORT** correspondence received.

**11 89/24 BRIEF REPORTS OF MEMBERS** - matters for forthcoming agenda: Norwich to Tilbury Pylons, respond by 26 July. Concern about lorries during construction phase. Allotment agreement, plants, seeds, tap purchases. Orchard committee. Inworth speeding, contact rural policing team, defibrillator.

**12 90/24 NEXT MEETING** - extraordinary meeting Tuesday 25 June 2024 at 08.00, ordinary meeting Tuesday 09 July 2024 at 19.30.

**13 91/24 PERSONNEL MATTERS - RESOLVED** 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, on proposal of Cllr Suckling, seconded Cllr Mrs Irons, and agreed.

- a) **APPROVED** notification of payroll and expenses, signed Cllr Suckling and Cllr Strudwick, all agreed.
- b) Review recruitment documents. It was agreed to hold an extraordinary meeting on Tuesday 25 June to finalise end of year audit and recruitment.

There being no further business, the meeting closed at 22.20.