



CRESSING PARISH COUNCIL

Parish Clerk: Christine Marshall
St Barnabas, Claud Ince Avenue, Cressing, Essex, CM77 8HG
Tel: 01376 329288 Email: cressing.parish.council@gmail.com



**Members of the Council are hereby summoned to attend the Annual Parish Council Meeting to be held on
Wednesday 11th May 2022 at 7.45pm at St Barnabas, Claud Ince Avenue, Cressing
for the purpose of transacting the following business.**

Christine Marshall

Christine Marshall, Parish Clerk

4th May 2022

**Members of the Public and Press are also cordially invited to attend the meeting commencing at
7.45pm on 11th May 2022 at St Barnabas, Claud Ince Avenue, Cressing.**

Agenda of Annual Parish Council Meeting

ITEM	PRESENTER	SUBJECT	STATUS
22/066	Chairman	Chairman's Welcome	INFORMATION
22/067	Clerk	Apologies for Absence	INFORMATION
22/068	Chairman	To elect the Chairman of the Parish Council for the year 2022-23	DECISION
	Clerk	Chairman's Declaration of Office to be signed	ACTION
22/069	Chairman	To elect the Vice-Chairman of the Parish Council for the year 2022-23 – if required	DECISION
	Clerk	Vice-Chairman's Declaration of Office to be signed	ACTION
22/070	Clerk/All	Declarations of continued Acceptance of Office i. To confirm all Members present have signed the form ii. To confirm that any Member not present will be able to sign the form outside of this meeting	ACTION
22/071	Clerk/All	Register of Interests i. To confirm all Members present have reviewed, updated or completed Declarations of Interest forms ii. To confirm that any Member not present will be able to complete the form outside of this meeting	ACTION
22/072	Clerk/All	Consent Forms i. To confirm all Members present have signed the consent form to receive Council Summons, Agenda and other documents by e-mail ii. To confirm that any Member not present will be able to sign the form outside of this meeting	ACTION
22/073	Clerk	Bank Mandate To confirm existing bank mandate or amendments required	DECISION
22/074	Clerk	Annual Governance and Accountability Review 2021/22	

		To receive the Annual Governance and Accountability Return 2021/22, subject to receipt of internal audit report: i. Annual Return ii. End of Year financial statement iii. End of year Bank Reconciliation iv. Explanation of variances from budget v. VAT Refund statement Resolution: that the Chairman of the Meeting and the Responsible Financial Officer be instructed to sign, subject to receipt of internal audit report: a. The Annual Governance Statement for 2021/22 b. Accounting Statement for 2021/22	INFORMATION																																	
22/075	Chairman	Sub-Committees i. Employment Committee - to elect members ii. To consider the need for any additional sub-committees	DECISION																																	
22/076	Chairman	Playing Field To elect Playing Field Officer	DECISION																																	
22/077	Chairman	Footpaths' Officer To elect Footpaths' Officer	DECISION																																	
22/078	Chairman	Tree Warden To re-elect David Morgan	DECISION																																	
22/079	Chairman	Emergency Planning To agree working party to develop the Emergency Plan for Cressing in line with Braintree District Council requirements	DECISION																																	
22/080	Chairman	Representatives To consider the need to appoint representatives to external bodies/ meetings a. Rural Community Council b. Braintree Association of Local Councils c. Integrated Waste Management Site Liaison Group d. A120 Braintree Community Engagement Forum e. Highways (Local Highways Panel and Highways Agency) f. Transport g. Cressing Sports & Social Club (2 required)	DECISION																																	
22/081	All	Dates of meetings 2022/23 To confirm dates of meetings for the year to 31st May 2023 <table><tr><td>2022</td><td></td><td></td></tr><tr><td>JUNE</td><td>8</td><td>7.00pm</td></tr><tr><td>JULY</td><td>13</td><td>7.00pm</td></tr><tr><td>AUGUST</td><td>10</td><td>7.00pm</td></tr><tr><td>SEPTEMBER</td><td>14</td><td>7.00pm</td></tr><tr><td>OCTOBER</td><td>12</td><td>7.00pm</td></tr><tr><td>NOVEMBER</td><td>9</td><td>7.00pm</td></tr><tr><td>DECEMBER</td><td>14</td><td>7.00pm</td></tr><tr><td>2023</td><td></td><td></td></tr><tr><td>JANUARY</td><td>11</td><td>7.00pm</td></tr><tr><td>FEBRUARY</td><td>8</td><td>7.00pm</td></tr></table>	2022			JUNE	8	7.00pm	JULY	13	7.00pm	AUGUST	10	7.00pm	SEPTEMBER	14	7.00pm	OCTOBER	12	7.00pm	NOVEMBER	9	7.00pm	DECEMBER	14	7.00pm	2023			JANUARY	11	7.00pm	FEBRUARY	8	7.00pm	INFORMATION
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22/083	All	ANNUAL GENERAL MEETING 2023 To agree date for next Annual General Meeting of the Parish Council as Wednesday 10 th May 2023.							
22/084	Chairman	CLOSE OF MEETING							