



CRESSING PARISH COUNCIL

Parish Clerk: Christine Marshall

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Members of the Public and Press are cordially invited to attend a meeting of Cressing Parish Council commencing at 7.00pm on Wednesday 12th June 2024 at St Barnabas, Claud Ince Avenue, Cressing.

Agenda of Cressing Parish Council Meeting

ITEM	MEMBER	SUBJECT	STATUS
24-5/047	Chairman	CHAIRMAN'S WELCOME	INFORMATION
24-5/048	Clerk	APOLOGIES FOR ABSENCE	INFORMATION
24-5/049	All	TO RECEIVE MEMBER'S DECLARATIONS OF INTEREST AND DISPENSATIONS ON ITEMS ON THE AGENDA <i>Declaration of any 'disclosable pecuniary' interests, other pecuniary interests or non-pecuniary interests relating to items on the agenda. Members must not participate in any discussion of the matter in which they have declared a Disclosable Pecuniary Interest or other Pecuniary Interest or participate in any vote, or further vote, taken on the matter at the meeting and must withdraw from the room unless the Member has received a dispensation in relation to the matter. Requests for dispensations should be requested from the Clerk prior to the day of the meeting.</i>	INFORMATION
24-5/050	Chairman	PUBLIC PARTICIPATION SESSION WITH RESPECT TO <u>ITEMS ON THE AGENDA ONLY</u> - Members of the public wishing to speak are required to register their intention by contacting the Clerk before 5.00pm on the day before the meeting, to include a note of the topic/s to enable any relevant information to be gathered prior to the meeting. - A member of the public shall not speak for more than <u>3 minutes</u> unless previously requested and agreed by the Chairman of the meeting. - The maximum length of the public session <u>shall not exceed 15 minutes</u> unless otherwise agreed by the Chairman of the meeting. A question shall not require a response at the meeting nor start a debate on the question. The Chairman of the meeting may direct that a written or oral response be given after the meeting. - The Council reserves the right to decline any requests to speak if they are not received in time, unless the matter is urgent when the speaker should indicate their intention to the Clerk by 5.00pm on the day of the meeting. The Chairman of the meeting will direct whether or not the item may be included. Members of the public can remain to observe the remainder of the meeting with the exception of any closed items.	

		Members of the public MAY NOT interrupt the business of the meeting unless requested to speak by the Chairman of the meeting.	
24-5/051	Chairman	MINUTES OF PREVIOUS MEETING RESOLUTION: To confirm the minutes of the Annual Parish Council Meeting and Parish Council Meeting held on 8 TH May 2024 as a correct record. Minutes to be signed by the Chairman of the meeting.	DECISION
24-5/052	Clerk	ANNUAL GOVERNANCE AND ACCOUNTABILITY REVIEW 2023/24 i. To receive and note Internal Auditor's Report 2023/24 ii. To receive the Annual Governance and Accountability Return 2023/24, subject to receipt of internal audit report: a) Annual Return b) End of Year financial statement c) End of year Bank Reconciliation d) Explanation of variances from budget e) 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, the Annual Governance Statement for 2023/24 and Accounting Statement for 2023/24	INFORMATION / DISCUSSION INFORMATION / DISCUSSION DECISION / ACTION
24-5/053	Clerk	POLICIES To receive updated policies: i. Code of Conduct ii. Standing Orders iii. Financial Regulations To receive new policy: iv. Scheme of Delegation (see Minute 24-5/014) Resolution: that Councillors approve the policies to be adopted and the Clerk be instructed to publish.	DISCUSSION DECISION
24-5/054	Clerk/RFO	FINANCE i. To confirm receipt and approve financial statements to 31 st May 2024 ii. To confirm receipt and approve Bank Reconciliation at 31 st May 2024 To receive and approve the schedule of payments for expenditure incurred during May 2024	DECISION DECISION DECISION
24-5/055	Clerk/RFO	FINANCE SOFTWARE i. To receive business case for the purchase and implementation of Scribe accounting package for Parish Councils ii. To decide whether to purchase	INFORMATION / DISCUSSION DECISION
24-5/056	Chairman	COMMUNITY MAGAZINE GRANT APPLICATION iii. To receive update on application made by Cressing Community Magazine for grant funding and subsequent meeting with the Treasurer	DECISION
24-5/057	Clerk	GRASS CUTTING i. To receive details of interim arrangements for grass cutting around the parish	INFORMATION

	Cllr Sim	ii. To retrospectively approve urgent appointment of contractor made under Financial Regulation 5.15 iii. To discuss publication of areas under the responsibility of Cressing Parish Council	ACTION DISCUSSION
24-5/058	Clerk	WINTER SALT BAG SCHEME i. To agree retrospectively the participation in ECC winter salt bag scheme To discuss volunteer scheme and to appoint co-ordinator	DECISION DISCUSSION / ACTION
24-5/059	Clerk	PLAYING FIELD i. To receive update on changing rooms ii. To discuss RoSPA safety report and actions ii. To receive update on playground equipment	INFORMATION DISCUSSION INFORMATION
24-5/060		iii. PLANNING	
A	Chairman	To note Appeals <u>determined</u> by the Planning Inspectorate: None advised	INFORMATION ONLY
	Chairman	To receive updates on Appeals submitted to the Planning Inspectorate: 24/00020/REF Change of use of agricultural land to doggy day care site. Land South Of Sheepcote Wood Station Road Cressing Essex	INFORMATION ONLY
B	Chairman	To note Applications Determined by Braintree District Council or withdrawn: None advised	INFORMATION ONLY
C	Chairman	To NOTE Applications received by Braintree District Council: 23/02534/FUL Development of 78 bungalows (resubmission of 21/00749/FUL) Land West Of Mill Lane Cressing Essex revised plans and further removal of hedgerow (comments recorded) Any applications received between date of issuing Agenda and Meeting that require urgent response.	INFORMATION ONLY
D	Chairman	To note Applications received by Braintree District Council and consider if comments should be made (Householder Application, General Permitted Development Order): i. 24/01103/HH Proposed single-storey rear extension 7 The Westerings Cressing Essex CM77 8HD ii. 24/01153/PLD Application for Certificate of Lawfulness for a proposed development - Erection of detached garage Wayside Church Road Cressing Essex CM77 8PG iii. 24/01154/HH Proposed detached garage Wayside Church Road Cressing Essex CM77 8PG	DISCUSSION
E		To note Applications and Appeals received by Braintree District Council and agree any response to those in neighbouring parishes: None advised	INFORMATION ONLY
F		To note Enforcement Enquiries received by	INFORMATION

		Braintree District Council None advised	ONLY
24-5/061	All	INFORMATION EXCHANGE AND AGENDA ITEMS FOR NEXT MEETING: i. Pre-planning briefing by Bellway re proposed development of 94 dwellings off Boars Tye Road.	INFORMATION
24-5/062	Chairman	To declare the public meeting closed in order to convene a closed meeting due to discussing a commercial lease.	
24-5/063		PLAYING FIELD LEASE i. To discuss valuation report and proposals ii. To request the Clerk to provide necessary information to Solicitor to commence negotiations	DISCUSSION DECISION ACTION
24-5/064	Chairman	DATE OF NEXT MEETING The date of the next meeting of the Parish Council is Wednesday 10 th July 2024, 7.00pm at St Barnabas, Claud Ince Avenue, Cressing. Items for inclusion on the Agenda to be sent to the Parish Clerk to be received no later than midday on Tuesday 2 nd July 2024	DECISION

2024				
JULY	10	OCTOBER	9	
AUGUST	14	NOVEMBER	13	
SEPTEMBER	11	DECEMBER	11	
2025				
JANUARY	8		JULY	10
FEBRUARY	12		AUGUST	14
MARCH	12		SEPTEMBER	11
APRIL	7		OCTOBER	9
MAY	13	ANNUAL MEETINGS	NOVEMBER	14
JUNE	12		DECEMBER	11