

8th MAY 2015

DEAR COUNCILLORS,

YOU ARE SUMMONED TO ATTEND THE FORTHCOMING ANNUAL MEETING OF WORMINGFORD PARISH COUNCIL TO BE HELD IN THE WORMINGFORD VILLAGE HALL, AT 8.00 P.M. ON THURSDAY 14th MAY 2015 FOR THE PURPOSE OF TRANSACTING THE BUSINESS SHOWN IN THE AGENDA.

THE PUBLIC AND PRESS ARE WELCOME TO BE PRESENT.



HELEN COOK, CLERK

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AGENDA

ITEM	PRESENTER	MATTERS FOR DECISION
15/088	CLERK	<u>DECLARATION OF ACCEPTANCE OF OFFICE</u> NEW COUNCIL TO SIGN THE DECLARATION OF OFFICE
15/089	CLERK	<u>ELECTION OF CHAIRMAN 2015/2016</u> DECLARATION OF OFFICE TO BE SIGNED
15/090	CHAIRMAN	<u>ELECTION OF VICE CHAIRMAN 2015/2016</u> DECLARATION OF OFFICE TO BE SIGNED
15/091	CHAIRMAN	<u>WELCOME, APOLOGIES FOR ABSENCE</u> ALL APOLOGIES NEED TO GO THROUGH THE CLERK.
15/092	CHAIRMAN	<u>DECLARATION OF INTERESTS</u> ALL COUNCILLORS TO COMPLETE OR REVIEW THEIR DECLARATION OF INTEREST AND UPDATE IF NECESSARY. <small>TO RECEIVE ANY 'DISCLOSABLE PECUNIARY INTERESTS, OTHER PECUNIARY INTERESTS or NON-PECUNIARY INTERESTS' RELATING TO ITEMS ON THE AGENDA.</small>
15/093	CHAIRMAN	<u>PUBLIC PARTICIPATION SESSION WITH RESPECT TO ITEMS ON THE AGENDA AND OTHER MATTERS THAT ARE OF MUTUAL INTEREST</u> The maximum time allowed for the public to participate is 10 minutes with each person being invited to speak for a maximum of 3 minutes. At the close of this item members of the public will no longer be permitted to address the council unless the Chairman deems it appropriate and adjourns the meeting.
15/094	CHAIRMAN	<u>WARD & COUNTY COUNCILLORS TO ADDRESS THE MEMBERS IF PRESENT</u> WARD COUNCILLOR (TO BE CONFIRMED, FOLLOWING THE ELECTION) COUNTY COUNCILLOR ANNE BROWN
15/095	CHAIRMAN	<u>CONFIRMATION OF MINUTES</u> <ul style="list-style-type: none"> • MEETING HELD THURSDAY 16TH APRIL 2015.

		<ul style="list-style-type: none"> ANNUAL PARISH ASSEMBLY MEETING HELD THURSDAY 16TH APRIL 2015. EXTRAORDINARY MEETING HELD TUESDAY 28TH APRIL 2015.
15/096	ALL COUNCILLORS	<p><u>EMAIL SERVICE OF SUMMONSES & AGENDA</u></p> <p>COUNCILLORS TO CONSENT AND CONFIRM EMAIL ADDRESS.</p>
15/097	ALL COUNCILLORS	<p><u>REPRESENTATIVES 2015/16</u></p> <p>COLCHESTER ASSOCIATION OF LOCAL COUNCILS ESSEX ASSOCIATION OF LOCAL COUNCILS RECREATION TRUST NEIGHBOURHOOD PLAN ENVIRONMENTAL PAROCHIAL CHURCH COUNCIL WEBSITE NEIGHBOUR ACTION PANEL FINANCIAL</p>
15/098	ALL COUNCILLORS	<p><u>RE-ADOPTION OF STANDING ORDERS</u></p>
15/099	ALL COUNCILLORS	<p><u>RE-ADOPTION OF FINANCIAL REGULATIONS</u></p>
15/100	ALL COUNCILLORS	<p><u>RISK ASSESSMENT</u></p> <p>TO CONFIRM AND SIGN OFF.</p>
15/101	ALL COUNCILLORS	<p><u>ASSET REGISTER 2015/16</u></p> <p>TO CONFIRM AND SIGN OFF.</p>
15/102	ALL COUNCILLORS	<p><u>RESPONSIBLE FINANCIAL OFFICER</u></p> <p>CONFIRMATION OF CLERK TO ACT AS RESPONSIBLE FINANCIAL OFFICER TO THE COUNCIL.</p>
15/103	ALL COUNCILLORS	<p><u>INSURANCE</u></p> <p>TO DISCUSS THE INSURANCE RENEWAL.</p>
15/104	ALL COUNCILLORS	<p><u>WORM AND REC TRUST</u></p> <p>UPDATE FROM MR BRIAN JONES.</p>
15/105	ALL COUNCILLORS	<p><u>PLANNING APPLICATIONS</u></p> <p>1) PLANNING APPLICATION: 150591. BUTTS COTTAGE, FORDHAM ROAD, WORMINGFORD, COLCHESTER, CO6 3AQ. FRONT PORCH BUILT WITHIN THE EXISTING BUILDING LINE.</p> <p>2) PLANNING APPLICATION: 150823. GARNONS FARM, GARNONS CHASE, WORMINGFORD, COLCHESTER, CO6 3AS. REMOVAL OF EXISTING MANURE STORAGE PAD TO ACCOMMODATE NEW HAY/STRAW STORAGE BARN.</p> <p>3) PLANNING APPLICATION: 150767. GROVE FARM, WORMINGFORD GROVE, WORMINGFORD, ESSEX CO6 3AJ. APPLICATION FOR PRIOR NOTIFICATION OF AGRICULTURAL OR FORESTRY DEVELOPMENT – PROPOSED BUILDING.</p>
15/106	ALL COUNCILLORS	<p><u>PUBLIC FACILITIES</u></p>

		TO RECEIVE AN UPDATE ON THE BUS SHELTERS.																														
15/107	ALL COUNCILLORS	<u>NEIGHBOURHOOD PLAN</u> TO DISCUSS WHETHER TO TAKE THIS PROJECT FORWARD.																														
15/108	ALL COUNCILLORS	<u>HOME TO SCHOOL TRANSPORT</u> TO DISCUSS ESSEX COUNTY COUNCIL'S CHANGE IN POLICY.																														
15/109	ALL COUNCILLORS	<u>COUNCILLOR TRAINING</u> TO DISCUSS EALC COURSES AVAILABLE AND POSSIBLE COUNCILLOR TRAINING.																														
15/110	ALL COUNCILLORS	<u>MEMBERSHIP RENEWALS</u> TO DISCUSS RENEWING MEMBERSHIP FOR EALC/NALC.																														
15/111	CLERK & ALL COUNCILLORS	<p><u>FINANCIAL MATTERS</u></p> <p>1) FINANCIAL STATEMENT. (ITEMS TO BE APPROVED FOR PAYMENT AND SIGNED AS PER PAYMENT SCHEDULE)</p> <table border="1"> <thead> <tr> <th>PAYABLE TO:</th> <th>CHEQUE NUMBER:</th> <th>TOTAL:</th> </tr> </thead> <tbody> <tr> <td>H COOK (APRIL SALARY)</td> <td>101116</td> <td>£426.30</td> </tr> <tr> <td>H COOK (APRIL EXPENSES)</td> <td>101117</td> <td>£55.00</td> </tr> <tr> <td>ESSEX PENSION FUND (APRIL)</td> <td>101118</td> <td>£101.95</td> </tr> <tr> <td>DESIGN SWEET</td> <td>101119</td> <td>£106.60</td> </tr> <tr> <td>RECREATIONAL TRUST</td> <td>101120</td> <td>£1,200.00</td> </tr> <tr> <td>WORMINGFORD IN BLOOM</td> <td>101121</td> <td>£500.00</td> </tr> <tr> <td>JOHN TURNER</td> <td>101122</td> <td>£200.00</td> </tr> <tr> <td>ESSEX ASSOCIATION OF LOCAL COUNCILS</td> <td>101123</td> <td>£120.84</td> </tr> <tr> <td>INSURANCE</td> <td>101124</td> <td>TBC</td> </tr> </tbody> </table> <p>2) INTERNAL AUDIT REPORT – LETTER RECEIVED TO BE READ OUT TO THE MEMBERS. 3) APPROVAL OF ANNUAL RETURN (FINAL ACCOUNTS) FOR 2014/15 PRIOR TO SUBMISSION TO THE AUDIT COMMISSION. SIGNATURE BY CLERK AND CHAIRMAN. 4) MONTHLY BUDGET INFORMATION. CLERK TO PRESENT THE BUDGET SO FAR AND SIX MONTH PROJECTION. 5) TO CONFIRM SIGNATORIES FOR BANK ACCOUNTS.</p>	PAYABLE TO:	CHEQUE NUMBER:	TOTAL:	H COOK (APRIL SALARY)	101116	£426.30	H COOK (APRIL EXPENSES)	101117	£55.00	ESSEX PENSION FUND (APRIL)	101118	£101.95	DESIGN SWEET	101119	£106.60	RECREATIONAL TRUST	101120	£1,200.00	WORMINGFORD IN BLOOM	101121	£500.00	JOHN TURNER	101122	£200.00	ESSEX ASSOCIATION OF LOCAL COUNCILS	101123	£120.84	INSURANCE	101124	TBC
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15/112	CHAIRMAN & CLERK	<u>CHAIRMAN & CLERK'S REPORT</u>																														
15/113	CHAIRMAN & CLERK	<u>CORRESPONDENCE RECEIVED</u> ESSEX HERITAGE NEWS, EALC – E-BULLETINS, JOBS & LEGAL UPDATES, PLANNING RESOURCE, MAKING THE LINK (ECC), NOTICE OF ELECTIONS (CBC), CBC PLANNING, INSURANCE RENEWALS, HMRC UPDATES, ESSEX PENSION FUND, S106 REPORTS, SCHOOL TRANSPORT RAYNE PARISH COUNCIL.																														
15/114	CHAIRMAN	<u>ITEMS OF CONSIDERATION FOR FUTURE AGENDAS</u>																														
15/115	CHAIRMAN	IN ACCORDANCE WITH SECTION 1 (2) OF THE PUBLIC BODIES (ADMISSIONS TO MEETINGS) ACT 1960 THE PARISH COUNCIL MAY EXCLUDE THE PUBLIC FROM A MEETING WHENEVER PUBLICITY WOULD BE PREJUDICIAL TO THE PUBLIC																														

		<p>INTEREST BY REASON OF THE CONFIDENTIAL NATURE OF THE BUSINESS, AND WHERE SUCH A RESOLUTION IS PASSED, THIS ACT SHALL NOT REQUIRE THE MEETING TO BE OPEN TO THE PUBLIC DURING PROCEEDINGS TO WHICH THE RESOLUTION APPLIES.</p> <p>RESOLUTION TO CLOSE THE MEETING TO THE PUBLIC:</p> <p>THAT THE PUBLIC BE EXCLUDED FROM THE MEETING DURING CONSIDERATION OF AGENDA ITEM 15/116.</p>
15/116	ALL COUNCILLORS	<p><u>HUMAN RESOURCES & PERSONNEL</u></p> <p>TO DISCUSS ANY HR & PERSONNEL ISSUES.</p>

MRS HELEN COOK

CLERK TO WORMINGFORD PARISH COUNCIL, 3 SEARLE WAY, EIGHT ASH GREEN, COLCHESTER, ESSEX. CO6 3QS E-MAIL: wormingford@outlook.com