



5th JUNE 2020

DEAR COUNCILLORS,

YOU ARE SUMMONED TO ATTEND THE FORTHCOMING ON-LINE PARISH COUNCIL MEETING OF WORMINGFORD PARISH COUNCIL TO BE HELD ON ZOOM, AT 7.00 P.M. ON THURSDAY 11th JUNE 2020 FOR THE PURPOSE OF TRANSACTING THE BUSINESS SHOWN IN THE AGENDA.

THE PUBLIC AND PRESS ARE WELCOME TO BE PRESENT, PLEASE EMAIL THE CLERK TO BE ISSUED WITH JOINING INSTRUCTIONS PRIOR TO THE MEETING. COMMENTS FOR THE PUBLIC PARTICIPATION SECTION MUST BE SENT TO THE CLERK PRIOR TO THE MEETING.

Helen Cook

HELEN COOK, CLERK

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AGENDA

ITEM	MATTERS FOR DECISION
20/079	<u>WELCOME, APOLOGIES FOR ABSENCE</u> ALL APOLOGIES NEED TO GO THROUGH THE CLERK.
20/080	<u>DECLARATION OF INTERESTS</u> TO RECEIVE ANY 'DISCLOSABLE PECUNIARY INTERESTS, OTHER PECUNIARY INTERESTS or NON-PECUNIARY INTERESTS' RELATING TO ITEMS ON THE AGENDA.
20/081	<u>PUBLIC PARTICIPATION SESSION WITH RESPECT TO ITEMS ON THE AGENDA AND OTHER MATTERS THAT ARE OF MUTUAL INTEREST</u> ANY COMMENTS MUST BE SENT TO THE CLERK PRIOR TO THE MEETING.
20/082	<u>WARD & COUNTY COUNCILLORS TO ADDRESS THE MEMBERS IF PRESENT OR BY AN EMAILED REPORT</u>
20/083	<u>CONFIRMATION OF MINUTES</u> <ul style="list-style-type: none">MEETING HELD THURSDAY 7TH MAY 2020.
20/084	<u>PLANNING APPLICATION</u> TO DISCUSS MAKING COMMENTS ON THE FOLLOWING PLANNING APPLICATIONS. COMMENTS WILL BE SUBMITTED TO COLCHESTER BOROUGH COUNCIL PLANNING DEPARTMENT ON BEHALF OF THE PARISH COUNCIL: PLANNING APPLICATION: 200978. LAND WEST OF CLARGETT, CHURCH ROAD, WORMINGFORD, COLCHESTER, CO6 3AD. PROPOSED CHANGE OF USE OF HIGHWAY LAND TO PRIVATE LAND.
20/085	<u>PLANNING APPLICATION UPDATE</u> TO CONFIRM ANY DECISIONS RECEIVED BY COLCHESTER BOROUGH COUNCIL REGARDING: <ol style="list-style-type: none">PLANNING APPLICATION: ESS/34/20/COL: COLCHESTER SKIP HIRE, LAND AT GREENACRES, PACKARDS LANE, WORMINGFORD. NO DECISION RECEIVED.PLANNING APPLICATION: 200459. FAIRFIELDS FARM, FORDHAM ROAD, WORMINGFORD, COLCHESTER. NO DECISION RECEIVED.

	3) PLANNING APPLICATION: 193069. LAND TO REAR OF GOODWINS FARM, CREPPING HALL ROAD, WAKES COLNE, COLCHESTER, CO6 2AP. No DECISION RECEIVED.
20/086	<u>REC TRUST</u> UPDATE FROM REPRESENTATIVE IF PRESENT OR BY EMAILED REPORT.
20/087	<u>REPRESENTATIVE 2020/21</u> COLCHESTER ASSOCIATION OF LOCAL COUNCILS ESSEX ASSOCIATION OF LOCAL COUNCILS RECREATION TRUST COLCHESTER SKIP HIRE LIAISON FAIRFIELDS FARM PRODUCE LTD LIAISON PAROCHIAL CHURCH COUNCIL WEBSITE FINANCIAL PERSONNEL COMMITTEE PLAY AREA FOOTPATHS TRANSPORT
20/088	<u>REVIEW AND RE-ADOPTION OF COUNCIL PROCEDURES AND POLICIES 2020/21</u> STANDING ORDERS FINANCIAL REGULATIONS RISK ASSESSMENT ASSET REGISTER SOCIAL MEDIA POLICY CO-OPTION POLICY & APPLICATION FORM CODE OF CONDUCT PRIVACY NOTICE FREEDOM OF INFORMATION PUBLICATION SCHEME DOCUMENT AND DISPOSAL POLICY DATA BREACH REPORTING FORM
20/089	<u>PLAY AREA INSPECTION REPORT</u> TO DISCUSS THE INSPECTION REPORT IF RECEIVED.
20/090	<u>SALT BAG PARTNERSHIP 2020/21 SCHEME</u> TO DISCUSS CONTINUING WITH THE SCHEME AND WHETHER ANY FURTHER SALT BAGS ARE REQUIRED.
20/091	<u>VEGETATION AROUND BUS SHELTER</u> TO DISCUSS A QUOTE OF £75 TO CUT BACK THE HEDGE AND TIDY UP AROUND THE SUDBURY BOUND BUS SHELTER.
20/092	<u>FINANCIAL MATTERS</u> 1) FINANCIAL STATEMENT. (ITEMS TO BE APPROVED FOR PAYMENT AND SIGNED AS PER PAYMENT SCHEDULE) 2) MONTHLY BUDGET INFORMATION. CLERK TO PRESENT THE BUDGET SO FAR. 3) INTERNAL AUDIT REPORT – LETTER TO BE CIRCULATED TO THE COUNCILLORS IF RECEIVED. 4) CERTIFICATE OF EXEMPTION. TO DISCUSS COMPLETING DUE TO MEETING THE FINANCIAL REQUIREMENTS. 5) APPROVAL OF THE GOVERNANCE STATEMENTS FOR 2019/20 PRIOR TO SUBMISSION TO THE AUDIT COMMISSION. SIGNATURE BY CLERK AND CHAIRMAN OUTSIDE THE MEETING DUE TO COVID-19. 6) APPROVAL OF ANNUAL RETURN (FINAL ACCOUNTS) FOR 2019/20. PRIOR TO SUBMISSION TO THE AUDIT COMMISSION. SIGNATURE BY CLERK AND CHAIRMAN OUTSIDE THE MEETING DUE TO COVID-19.

	7) CONFIRMATION OF NOTICE OF PUBLIC RIGHTS AND PUBLICATION OF UNAUDITED ANNUAL GOVERNANCE & ACCOUNTABILITY RETURN. TO CONFIRM THAT THE NOTICE WILL BE PLACED ON THE WEBSITE AND NOTICEBOARD. THE PERIOD OF NOTICE WILL BE FROM THE 15 TH JUNE 2020 TILL 24 TH JULY 2020.
20/093	<u>CORRESPONDENCE RECEIVED</u>
20/094	<u>CHAIRMAN & CLERK'S REPORT</u> <ol style="list-style-type: none"> 1) THE PLAY AREA IS CURRENTLY CLOSED DUE TO COVID-19. 2) A VOLUNTEER SCHEME HAS BEEN SET UP BY THE PARISH COUNCIL IN ORDER TO HELP SELF-ISOLATING RESIDENTS, FURTHER INFORMATION CAN BE OBTAINED FROM THE CLERK.

MRS HELEN COOK

CLERK TO WORMINGFORD PARISH COUNCIL

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