



# STONDON MASSEY PARISH COUNCIL

"The Dower House", 135-139 Billericay Road, Herongate CM13 3SD  
Tel: 07708 863880 (Mon-Fri 1-3pm only)  
e mail: clerk@stondonmassey.org.uk

All the members of Stondon Massey Parish Council are hereby summoned to attend the Annual Parish Council meeting held virtually via Zoom meetings on Tuesday 4<sup>th</sup> May 2021 commencing immediately after the annual parish meeting (7pm) for the purpose of transacting the following business.

Meeting ID: 937 3804 0911

Password: 042509

Signed

Stephanie Robinson  
Clerk to Stondon Massey Parish Council

28<sup>th</sup> April 2021

The Press and Public are also cordially invited to attend this meeting.

## AGENDA

- 21/22.001 To elect a Chairman
- 21/22.002 To receive the Chairman's declaration of acceptance of office.
- 21/22.003 To elect a Vice Chairman
- 21/22.004 To receive the Vice Chairman's declaration of acceptance of office.
- 21/22.005 Apologies for absence.
- 21/22.006 Public participation session with respect to items on the agenda and other matters that are of mutual interest.
- 21/22.007 To receive members declaration of interest in respect of items on the agenda.
- 21/22.008 Minutes

Members to consider and approve the minutes of the ordinary parish council meeting held on Tuesday 20<sup>th</sup> April 2021.



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## **21/22.009 County & Borough Councillors report**

## **21/22.010 Clerks report**

## **21/22.011 Finance**

- a) Members to approve cheques signed since the April meeting
- b) Member to approve cheques/payments on payment list for this meeting.
- c) Members to approve the accounts/bank reconciliation for May 2021.

## **21/22.012 Annual Governance statement**

Members to review and sign the Annual Governance statement (Section 1 of the Annual return).

## **21/22.013 Annual Accounting statement**

Members to consider the annual accounting statement (Section 2 of the Annual return) prepared and signed by the Clerk.

Members to review and approve the proposed accounting statement to be signed by the Chairman and minuted accordingly.

## **21/22.014 Committee structure**

Members to decide what committees they wish to form for the forthcoming year and who will form them.

## **21/22.015 Delegation of power**

Members to decide whether to delegate power to the Clerk, in consultation with the council, should there be a period of time where the council cannot legally or practically meet in public or online due to the expiry of Coronavirus legislation.

## **21/22.016 Planning**

Members to discuss and decide how to respond to the following planning application:

### **21/00603/HHA, Churchwood Ongar Road Stondon Massey Brentwood Essex CM15 0LD**

Retention of existing entrance walls and gates in various stages of completion which serve the existing vehicular accesses. Retention of boundary fencing and planting.

Any planning applications received between the publication of this agenda and the date of the meeting will also be discussed here.

Members to review the list of previous planning decisions as provided by the Clerk.

## **21/22.017 Items for next agenda.**

Benches/phonebox/tree stump better weather

Xmas lights on may agenda

**Members to note the date for the next meeting will be set when the legal situation regarding public/online meetings is clearer.**