



STONDON MASSEY PARISH COUNCIL

"The Dower House", 135-139 Billericay Road, Herongate CM13 3SD
Tel: 07708 863880 (Mon-Fri 12-3pm only)
e mail: clerk@stondonmasseypc.co.uk

Minutes of the Annual Parish Council meeting held at Stondon Massey Village Hall, Tuesday 28th June 2022 which commenced at 7.30pm.

In the Chair: Cllr. Brent Smith

Present: Cllr.Sach (19.34), Cllr. Bonnett, Cllr. Loding. Cllr. Mann

Officers: Stephanie Robinson, Clerk/RFO

Members of the public: none.

22/23.016 Apologies for absence.

Cllr. Bridge and Cllr. Jakobsson both had a planning meeting.

22/23.017 Public participation session with respect to items on the agenda and other matters that are of mutual interest.

None

22/23.018 To receive members declaration of interest in respect of items on the agenda.

None

22/23.019 Minutes

Members considered and approved the minutes of the ordinary parish council meeting held on Tuesday 17th May 2022.

All agreed.

22/23.020 County & Borough Councillors report

None.

22/23.021 Clerks report

Audit – internal audit now all completed, everything is ready to be sent off to the external auditor.

Insurance – has been renewed for a period of one year with BHIB

Reply to salt & grit – no thanks but keep it in the scheme.

22/23.022 Finance

a) Members approved payments made since the May meeting

IDC (June grass cutting inv 8454)	£428.00
-----------------------------------	---------

BHIB (insurance 2022/23)	£562.40
--------------------------	---------

Brentwood borough council (litter and dog waste bin emptying jan-mar)	£175.50
---	---------



STONDON MASSEY PARISH COUNCIL

"The Dower House", 135-139 Billericay Road, Herongate CM13 3SD
Tel: 07708 863880 (Mon-Fri 12-3pm only)
e mail: clerk@stondonmasseypc.co.uk

b) Members approved cheques/payments on payment list for this meeting.	
AJE Electrical (electrical works at green)	£415.00
Trevor Brown (internal audit 2021/22)	£236.00
Creative Art (newsletter printing)	£598.80
S. Robinson (locum clerk services May & June)	£650.00
Essex pension fund (deficit May & June)	£15.72
Matthews plants (summer planting)	£200.00
Kevin Spencer (tree works at green and church)	£4530.00

c) Members approved the accounts/bank reconciliation for June 2022.
Cashbook balance £32,249

All agreed.

22/23.023 Annual Governance Statement

- Following the annual review of the effectiveness of its systems of internal control, Members considered and completed the Annual Governance Statement (Section 1 of the Annual Return)
- Members reviewed the proposed Section 1 and approved the Annual Return 2021/22 and the Annual Governance Statement was duly signed and minuted accordingly

All agreed.

22/23.024 Annual Accounting Statement

- Members considered the Accounting Statement (Section 2 of the Annual Return) prepared and signed by the RFO
- Members reviewed and approved the proposed Accounting Statement which was duly signed by the Chairman and minuted accordingly.

All agreed.

22/23.025 Internal Audit

- Members noted that the internal audit for 2021/22 has now been completed
- Members reviewed the internal audit report for 2021/22 and decided to adopt all recommendations made.

All agreed.

22/23.026 Playground inspection reports

- Members reviewed the annual playground inspection report and decided no action was required.
- Members reviewed the latest playground inspection report prepared by Cllr. Bonnett and decided no immediate action was required.

All agreed.

22/23.027 Planning

Members reviewed and ratified the response to the following planning application made under delegated decisions to the Clerk:

22/00657/HHA, Gaysha Lodge Chivers Road Stondon Massey Brentwood Essex CM15 0LJ

Loft conversion to include dormers to the front and rear. Roof lights to the front, rear and both sides. Removal of existing chimney. Alterations to roof and fenestration.

Stondon Massey Parish Council have no objection to this application on condition that BBC ensure that the planned development and the proposed increase in height meets the limitations of development within the Green Belt.

All agreed.



STONDON MASSEY PARISH COUNCIL

"The Dower House", 135-139 Billericay Road, Herongate CM13 3SD

Tel: 07708 863880 (Mon-Fri 12-3pm only)

e mail: clerk@stondonmasseypc.co.uk

22/23.028 Work at the village green and pond

Members reviewed progress of work at the village green and pond..

Tree work is now complete.

Clerk to contact IDC to trim area around pond to keep it clear of brambles.

Need to find a ground works contractor to put in drain and backfill with topsoil.

King street aquatics for pond work.

All agreed.

22/23.029 Items for next agenda.

Meeting with editor.

Small gate on playing field.

Xmas lights

Members to note the date for the next meeting is Wednesday 20th July 2022.

Meeting closed 20.15pm