



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 19th October 2022 which commenced at 7.30pm.

In the Chair: Cllr. Brent Smith

Present: Cllr. Sach, Cllr. Bonnett, Cllr. Loding, Cllr. Mann

Officers: Stephanie Robinson, Clerk/RFO

Members of the public: 1

22/23.030 Apologies for absence.

Cllr. Jakobsson sent his apologies.

22/23.031 Public participation session with respect to items on the agenda and other matters that are of mutual interest.

None

22/23.032 To receive members declaration of interest in respect of items on the agenda.

None

22/23.033 Minutes

Members considered and approved the minutes of the ordinary parish council meeting held on Tuesday 28th June 2022. **All agreed.**

22/23.034 County & Borough Councillors report

Cllr Wagland – New member pothole scheme launched. Please send her the details of any potholes in the parish which will not be prioritised in the ordinary course of business, but which are of priority to the residents of the parish.

Cllr. Bridge – now on audit and scrutiny committee, no longer on planning committee.

Boundary commission – suggestion is that Stondon Massey be in a new ward with Kelvedon Hatch, Navestock and unparished weald. Will have 3 members. Blackmore will go with doddinghurst and wyatts green. No changes to parish boundaries.

22/23.035 Clerks report

External audit – now complete with no qualifications to the audit report.

Boundary commission consultation as reported by Cllr. Bridge above.

Fingerpost – will be re-instated. Brent to sort.



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22/23.036 Finance

- a) Members to approve signed payments authorised since the June meeting
- | | |
|---|---------|
| IDC (June grass cutting inv 8498) | £428.00 |
| David Felon (July shopping bus) | £80.00 |
| EALC (Playground training +exam) | £432.00 |
| S. Robinson (locum clerk services July) | £299.21 |
| Essex pension fund (July deficit) | £7.86 |
| IDC (Aug grass cutting inv 8543) | £428.00 |
| David Felon (Aug shopping bus) | £80.00 |
| S. Robinson (locum clerk services Aug) | £168.75 |
| Essex pension fund (Aug deficit) | £7.86 |
| Paul Bonnett expenses playground training mileage & parking | £19.70 |
| IDC (Sept grass cutting inv 8591) | £428.00 |
| David Felon (Sep shopping bus) | £80.00 |
| S. Robinson (locum clerk services Sep) | £237.50 |
| Essex pension fund (Sep deficit) | £7.86 |
- b) Member to approve cheques/payments on payment list for this meeting.
- | | |
|--|---------|
| David Felon (Sep shopping bus) | £80.00 |
| S. Robinson (locum clerk services Sep) | £300.00 |
| Essex pension fund (Sep deficit) | £7.86 |
| PKF Littlejohn (external audit) | £240.00 |
| ICO | £40.00 |
| IDC (Oct grass cutting inv 8633) | £428.00 |
| Rospa (annual inspection) | £109.20 |
| Rospa (course + exam D Loding) | £434.00 |
- c) Members to approve the accounts/bank reconciliation for October 2022.
Decision made to move £2000 from wages budget to admin.
Cashbook balance £44,111.76

All agreed.

22/23.037 Notice of Conclusion of Audit

Members to note that the conclusion of the audit has been received from external auditors PKF Littlejohn. The conclusion was: "On the basis of our review of Sections 1 and 2 of the Annual Governance and Accountability Return (AGAR), in our opinion the information in Sections 1 and 2 of the AGAR is in accordance with Proper Practices and no other matters have come to our attention giving cause for concern that relevant legislation and regulatory requirements have not been met."

Noted.

22/23.038 Playground inspection reports

- Members to review the latest playground inspection report prepared by Cllr. Bonnett and decide if any action is required.
Clerk/Cllr.Bonnett to look into bird spikes on swing set.

Noted.



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22/23.039 Planning

Members to review ratify the response to the following planning application made under delegated decisions to the Clerk:

22/01295/HHA, Mellow Cottage Chivers Road Stondon Massey Brentwood Essex CM15 0LL

Single storey rear extension and alterations to existing layout and fenestration

Stondon Massey Parish Council have no objection to this application as long as BBC ensure that the increase in size does not exceed the limitations of development within the Green Belt.

Member to review and decide upon applications received prior to the agenda being published:

22/01418/LBC, Stondon Massey House Ongar Road Stondon Massey Brentwood Essex CM15 0LD

Demolition of existing outbuilding and construction of detached outbuilding with pitched roof and x2 roof lights

No objections.

22/01338/HHA, Monks Acres Woolmongers Lane Ingatestone Essex CM4 0JX

Construction of a swimming pool in garden with edge paved and flush with ground level. **No objection.**

22/01295/HHA, Mellow Cottage Chivers Road Stondon Massey Brentwood Essex CM15 0LL

Part conversion of existing garage to habitable accommodation, raise ridge of central entrance area to form crown roof and add single storey rear extension with alterations to fenestration. **No**

objections as long as restrictions on the greenbelt are not exceeded.

All agreed.

Any planning applications received between the publication of this agenda and the date of the meeting will also be discussed here. None

22/23.040 Work at the village green and pond

Members to review progress of work at the village green and pond and agree on further action.

Village pond desilting quote £9640 too expensive.

Permission has been sought to crown large beech on village green, - granted.

Strimming quote – 2 received.

Quotes for work on village green. 3 quotes received. Pearl/MR services and John Davis clear ditches/300ml ribbed pipe from pond to alleyway, culvert at one end, backfill, membrane fill area with soil, top soil and seed.

All agreed to go with John Davis. Strimming work to be delayed subject to when the work will be done on the village green. Cllr. Sach to co-ordinate.

All agreed.

22/23.041 Christmas lights

Members discussed and decided that they would Cllr. Sach to contact Mr Elms for a quote for putting Christmas lights in the green.

22/23.042 Items for next agenda.

VAS/Speedbot

Budget

Library shelves

Members to note the date for the next meeting is Tuesday 15th November 2022.

Meeting closed 20.45