

GREAT HORKESLEY PARISH COUNCIL

Dear Councillors,

You are hereby summonsed to attend a meeting of Great Horkesley Parish Council on **Tuesday 23rd April 2024 at 7.30pm**, which will be held in Great Horkesley New Village Hall, for the purpose of transacting the business as set out in the Agenda below.

Members of the public and press are welcome to attend. Please contact the Clerk prior to the meeting if you wish to participate in the Public Open Forum.



Teri Duckworth – Parish Clerk & RFO

AGENDA

23/153 Chairman's Welcome

23/154 Apologies and Reasons for Absence

To receive apologies from absent members and approve those considered acceptable.

23/155 Declaration of Interests

To receive any declarations of interest, whether registered or not, in respect of any item of business on this agenda. Where a disclosable pecuniary interest or a prejudicial non-disclosable pecuniary interest has been declared, the member must withdraw from the meeting while the item is discussed and decided.

23/156 Minutes of Previous Meeting

To approve and sign the minutes of the Parish Council Meeting held on Tuesday 19th March 2024 as a true and accurate record.

23/157 Have Your Say – Public Open Forum

Members of the public wishing to speak, should notify the Clerk prior to the meeting. Unless the Chairman rules otherwise, three minutes will be allowed per person, with an overall maximum of 15 minutes allowed for this item.

23/158 Reports from Members and Officers of Other Authorities

To receive reports and updates from Colchester City and Essex County councillors, if present, and from Parish councillors in respect of their allocated responsibility.

Colchester City Council Rural North members: Cllrs Laws, Rowe and Sunnucks

Essex County Council Constable Division member: Cllr Barber

23/159 Finance

- (a) To note the Statement of Accounts as at 31st March 2024, the end of the financial year, and a councillor that is not a bank signatory to check and sign that balances reconcile with those shown on the March bank statements.

- (b) To approve the March 2024 payments lists in accordance with the 2023/24 Budget.
- (c) To note the draft minutes from the Finance Committee meeting held on 16th April 2024 and that the Fourth Quarter and End of Year Accounts for the 2023/24 financial year were reviewed and approved by the Finance Committee.
- (d) To approve the list of Direct Debit payments to be made in the 2024/25 financial year.
- (e) To resolve that the Clerk apply for a Unity Corporate MultiPay Card for the Council's Unity Trust bank account, in order to be able to make payments for council items without having to use a personal bank card.
- (f) To resolve to add another member of the Finance Committee to the bank mandate, so they can authorise payments made by the Council.
- (g) To agree to proceed with the renewal of the Council's insurance policy with Zurich to start 1st June 2024, in accordance with the Long Term Agreement with Zurich which is active until 1st June 2026.
- (h) To resolve to release funds to village organisations as follows, for grant applications received and approved for the 2024/25 financial year, as previously recommended by the Finance Committee (F23/23):

1 st Great Horkesley Scout Group	£1,000
Bishop William Ward School Association	£1,000
Great Horkesley Community Events Group	£1,000
Great Horkesley Parochial Church Council	£1,000
Great Horkesley Youth Club	£700
Horkesley Village FUNraisers	£700

23/160 Planning & Highways

- (a) To note the draft minutes from the Planning & Highways Committee meeting held on 16th April 2024.
- (b) To receive an update from Cllr Sudbery regarding the pylons proposal and agree a response to the current National Grid and Tarchon consultations.
- (c) To receive reports of any other new urgent Planning or Highways matters.

23/161 Village Hall

- (a) To review the quotes received for the replacement of the worktop in the Village Hall kitchen and agree which to accept.
- (b) To receive reports of any other urgent matters regarding the Village Hall.

23/162 Public Spaces

- (a) To receive a report regarding the Open Spaces & Facilities Working Group.
- (b) To discuss and agree whether the Village Warden should repaint the village gates.
- (c) To receive reports of any other urgent matters regarding Public Spaces.

23/163 Policies & Procedures

- (a) To review and approve the Asset Register, as recommended by the Finance Committee.
- (b) To review and approve the Internal Control Procedures, as recommended by the Finance Committee.
- (c) To review and approve the Financial Regulations.
- (d) To review and approve the Risk Management Strategy and Risk Assessment.

23/164 Clerk's Report

- (a) To note the Clerk's report to date, including a list of resolutions agreed at earlier Parish Council meetings and any progress to date.

23/165 Village Warden

- (a) To note the Village Warden's report to date.

23/166 Dates of Meetings for the Year Ahead

To confirm that the dates of Parish Council meetings for the year ahead will be on the following Tuesdays.

Full Council (7.30pm):

- 21st May 2024
- 18th June 2024
- 16th July 2024
- 17th September 2024
- 15th October 2024
- 19th November 2024
- 10th December 2024
- 21st January 2025
- 11th February 2025
- 18th March 2025
- 29th April 2025

Committees (10.30am unless otherwise stated):

- 4th June 2024 (Village Hall)
- 9th July 2024 (Finance)
- 10th September 2024 (Village Hall)
- 8th October 2024 (Personnel – 8pm)
- 12th November 2024 (Finance)
- 14th January 2025 (Finance)
- 4th March 2025 (Village Hall)
- 11th March 2025 (Personnel – 8pm)
- 22nd April 2025 (Finance)

Planning & Highways Committee meets when required