



FINGRINGHOE PARISH COUNCIL
COUNCIL MEETING – 7th MAY 2024

A meeting of the Council took place at Fingringhoe Village Hall, Chapel Road, Fingringhoe, Colchester, Essex
CO5 7BH on 7 May 2024 at 7pm.

Councillors present: Michael Clarke – acting Chairman
Ian Chamberlain
Emma Dixon
Jonathan Martin
Petra Palfreyman – Parish Clerk

Also in attendance – Colchester City Councillors Davidson and Parsons and 4 members of the public.

The start of the meeting was delayed for 5 minutes until the meeting was quorate.

060/24	Election of chairman for the coming year – Cllr Ketley was nominated and unanimously elected
061/24	Election of vice chairman for the coming year - Cllr Law was nominated and unanimously elected. Cllr Clarke was elected as chairman for this meeting in the absence of the chairman
062/24	To receive apologies for absence - Cllrs K Bentley, N Gordon and C Powling, G Ketley and S Law
063/24	To record declarations of interest – none
064/24	Public Questions – an opportunity for members of the public to ask questions about items on the agenda. A member of public asked about the Housing Needs Survey.
065/24	To receive reports from our Colchester City Councillors Cllr Davidson welcomed Cllr Martin Parsons. Cllr Davidson advised that all councils are under a lot of financial pressure. Abberton & Langenhoe village are the first village who will be met by the strategic planners

	<p>regarding the call for sites. They planners will also visit Fingringhoe to see what the village needs.</p> <p>Cllr Parsons said he looked forward to supporting Fingringhoe Parish Council.</p>																																																
066/24	To approve the minutes of the meeting on 3 APRIL 2024 and any matters arising - the minutes as previously circulated were approved for signing. There were no matters arising.																																																
067/24	<p>To consider planning applications received.</p> <p>240727 MR & MRS HENDERSON Windsor Cottage, Chapel Road, Fingringhoe Essex CO5 7BG INTERNAL ALTERATION INCLUDING NEW WINDOWS, REAR EXTENSION AND EXTERNAL BOARDING Expiry date: 6 May 2024 (extended to 8 May 2024) No comments</p> <p>240784 Mr Homewood Mallards Cottage, South Green Road, Fingringhoe Essex CO5 7DR Demolition of existing orangery and construction of a single storey extension. Expiry date: 15/05/2024 No comments</p>																																																
068/24	<p>Finance</p> <p>a) Accounts payable April/May 2024 – agreed. Payments to IC Maintenance £350, Jan Stobart Internal Auditor £230, Dines Agri Grass cutting £276 and P Palfreyman Printer ink £33.50 were also noted and agreed</p> <table border="1"> <thead> <tr> <th>Payment date</th> <th>Payee</th> <th>Purpose</th> <th>Cheque /BACs</th> <th>Amount £</th> <th>VAT</th> </tr> </thead> <tbody> <tr> <td>04.04.24</td> <td>HMRC</td> <td>Clerks PAYE</td> <td>Bacs</td> <td>35.20</td> <td></td> </tr> <tr> <td>04.04.24</td> <td>EALC</td> <td>Annual subs</td> <td>Bacs</td> <td>269.28</td> <td></td> </tr> <tr> <td>04.04.24</td> <td>RCCE</td> <td>Annual subs</td> <td>Bacs</td> <td>59.70</td> <td>9.95</td> </tr> <tr> <td>19.04.24</td> <td>Print Warehouse</td> <td>Honours board amendments</td> <td>Bacs</td> <td>33.60</td> <td>5.60</td> </tr> <tr> <td>19.04.24</td> <td>Colchester City Council</td> <td>Bin emptying and playground inspections contract</td> <td>Bacs</td> <td>728.95</td> <td></td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>Total</td> <td></td> <td></td> <td></td> <td>1126.73</td> <td>15.55</td> </tr> </tbody> </table> <p>b) To note the bank reconciliation to 30 April 2024 – noted and agreed</p> <p>c) To note the Annual Accounts for the year ending 31 March 2024 – noted and agreed</p> <p>d) To note the report from the Internal Auditor – noted and agreed. The clerk commented this was a good report with only a couple of recommendations</p> <p>e) To approve and sign the Annual Governance Statement (Section 1) - noted, approved and signed</p>	Payment date	Payee	Purpose	Cheque /BACs	Amount £	VAT	04.04.24	HMRC	Clerks PAYE	Bacs	35.20		04.04.24	EALC	Annual subs	Bacs	269.28		04.04.24	RCCE	Annual subs	Bacs	59.70	9.95	19.04.24	Print Warehouse	Honours board amendments	Bacs	33.60	5.60	19.04.24	Colchester City Council	Bin emptying and playground inspections contract	Bacs	728.95								Total				1126.73	15.55
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	<p>f) To approve and sign the Annual Governance Statement (Section 2) – noted, approved and signed</p> <p>g) To advise the dates for the Exercise of Public Rights – the clerks advised the dates would be from 3rd June to 12th July 2024</p>								
069/24	<p>To review and agree the following polices and documents:</p> <table style="width: 100%; border: none;"> <tr> <td style="width: 50%;">Standing Orders</td> <td>Financial Regulations</td> </tr> <tr> <td>Freedom of Information</td> <td>Co-option policy</td> </tr> <tr> <td>Date Breach policy</td> <td>Strategic Risk assessment</td> </tr> <tr> <td>Code of Conduct protocol</td> <td>Model Councillor/Officer</td> </tr> </table> <p>All polices were noted and agreed</p>	Standing Orders	Financial Regulations	Freedom of Information	Co-option policy	Date Breach policy	Strategic Risk assessment	Code of Conduct protocol	Model Councillor/Officer
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070/24	<p>To review and agree the asset register – the Internal Auditors recommendations to add an acquisition column were noted, and the assets register agreed.</p>								
071/24	<p>To receive an update about the following:</p> <ul style="list-style-type: none"> • The John Brunning Walk – ECC hope to carry out improvement works in the summer, with permission from the landowner • The Hythe flooding issues – some intelligent signs will be installed by the summer, jetting work will be carried out when the weather improves, a sunken boat has been removed and a flat valve that was previously hidden is stuck open and is being looked in to • Tree survey – the next survey is now due and the clerk is obtaining quotes • White lines at the village hall – the white lines have been completed • Fingringhoe United Charities Trust – the clerk is trying to arrange a handover with the current trustees • Recreation ground fencing repairs – quotes are being obtained • Play area fencing repairs – quotes are being obtained • Play area repairs – the clerk will contact a contractor to repair the gate • D Day commemoration 6 June 2024 – there will be a BBQ at the Fingringhoe Club and the beacon will be lit at 9.15pm • Portrait of the King – the portrait has been donated to the village hall • Housing Needs Survey – the results to date are 86 surveys received /26% return. The deadline is 31 May 2024. • The clerk also reported Ferry Road railings have been repaired. A member of the public suggested reflective badges but it was agreed this would not stop the damage. The clerk thanked Cllr Kevin Bentley for his intervention getting the railings repaired. 								
072/24	<p>To receive reports from Parish representatives</p> <ul style="list-style-type: none"> • Footpaths - nothing to report • Village Pond - -the pond has recently been cleared of weed 								

	<ul style="list-style-type: none">• Recreation Ground – the grass has recently been cut• Transport – nothing to report• Fingringhoe School - the clerk confirmed that the letters to amend the Honours board had been received and passed to the school
073/24	Any items for the next agenda - none
074/24	Date of the next meeting – TUESDAY 4 JUNE 2024 at 7pm at Fingringhoe Village Hall.

There being no further business, the meeting closed at 19.50pm