

SALINGS PARISH COUNCIL

Members of the Council are hereby summoned to attend the Annual Parish Council Meeting to be held at the Village Hall, Great Saling on Tuesday, 24th of May 2022 commencing at 7:00pm for the purpose of transacting the following business:

The meeting will be open to the public unless the Council directs otherwise.

AGENDA

1. **Election of a Chairman**
2. **Co-Option:**
 - i. To consider the candidates
 - ii. To agree to co-opt a candidate to fill the vacancy.
3. **Election of a Vice Chairman**
4. **Apologies for Absence.**
5. **To receive member's declarations of interest and dispensations in items on the agenda.**

Dispensations should be requested from the Clerk up to the day before the meeting.
6. **Receive Declaration of Interest Forms from Members**
7. **Councillor Appointments:** To appoint councillors to the following:
 - i. Personnel Committee
 - ii. WASC
 - iii. Village Hall Committee
8. **Review Councillor Responsibilities:**
 - i. Highways Monitor –
 - ii. Footpaths Monitor –
 - iii. Speed Watch Co-Ordinator –
 - iv. Magazine Author –
 - v. Website Manager –
 - vi. Transport Monitor -
 - vii. Planning Oversight –
 - viii. Playground Oversight –
 - ix. Thistledown Monitoring –
9. **Policies:**
 - i. To review the terms of reference for the HR Committee.
 - ii. To review the Standing Orders
 - iii. To review the Financial Regulations

10. **Finance:**
- i. To agree to pay salaries and associated costs on the 28th of every month.
 - ii. To agree to apply for a petty cash card for the Ranger with a balance limit of £150.
 - iii. To agree to apply for a petty cash card for the Clerk with a balance limit of £150.
 - iv. To receive the finance report and approve payments. (Appendix II)
 - v. To review and approve the asset register.
 - vi. To agree to certify the Parish Council as exempt from a limited assurance review as neither income nor expenditure for 2021/22 exceeded £25,000.
 - vii. To receive and approve the Annual Internal auditors report 21/22.
 - viii. To receive and approve the Annual Governance Statement 21/22.
 - ix. To receive and approve the Accounting Statements 21/22
 - x. To receive and approve notice of the period for the exercise of public rights.
 - xi. To receive and approve the variances explanations and bank reconciliation 21/22.
11. **Minutes:** Acceptance of the minutes from the Parish Council Meeting held on 27th of April 2022.
12. **Public participation session with respect to items on the agenda and other matters that are of mutual interest or local concern:** A maximum of 15 minutes shall be allowed for public question time and it is requested each member of the public speak for a maximum of 3 minutes.
13. **To receive a report from the District and/or County Councillor.**
14. **Report from the Clerk:** An update on matters arising from the last meeting together with any correspondence received. (Appendix I).
15. **Planning:** To agree a response to the following applications:
- 22/01017/HH - Witches New Green Bardfield Saling**
Erection of a detached double garage with home office at first floor, integral shed and log store, and single-storey garden studio.
- 22/01350/TPOCON - Three Pins The Street Great Saling**
Notice of intent to carry out works to a tree in a Conservation Area - Fell 1 Pine tree
16. **Parish Ranger:** To agree to purchase a strimmer at a cost of £174.16 (exc VAT).
17. **Items from Councillors to be added to the next agenda.**
18. **Next Parish Council Meeting:** The next meeting of the Parish Council will be held on the 26th of July 2022



Michelle Baker
Clerk to Salings Parish Council

19th May 2022

Appendix I

REPORT FROM THE CLERK

Travellers

The travellers encamped on the Playing field for a period of 8 days. They left leaving minimal mess. The ranger will be installing new bollards to prevent further entry.

Annual Parish Meeting

The annual report was presented by the Clerk in the Chairmans absence. 3 members of the public attended and a representative from SWAP and Cllr Eusden the district Councillor. The absence of Essex Police was disappointing.

Finance

The new bank account has been applied for and forms are awaiting signatures. The clerk now has access to Barclays online.

Councillor Future Planning

Cllr Aggiss advised the Council he would be leaving in August.

Update on Planning Applications Listed in the Minutes Previously:

21/02716/HH- Wymers Plums Lane Bardfield Saling

Alterations to domestic garage outbuilding currently under construction including increased height and alteration to roof form.

PENDING DECISION

22/00205/FUL - Land At Taborsfield House Woolpits Road Bardfield Saling Essex

Conversion of existing barn to form a single residential dwelling, alongside associated development

PENDING DECISION

Appendix II

Salings Parish Council Finance			
19th May 2022			
	Cash Book Balance From 19/05/2022	£	27,457.91
Payments Made			
Date	Payee	Description	Amount
26/04/2022	Drax	Electricity	£ 49.26
16/05/2022	A&J Lighting Solutions	Street Light Maintenance	£ 27.36
Payments Received			
Date	Payee	Description	Amount
28/04/2022	BDC	Precept	£ 8,138.00
Cash Book Balance on 19/05/2022			
		£	35,519.29
Bank Balances on 19/05/2022			
	Barclays Community Account	£ 8,554.84	
	Barclays Premium Account	£ 27,214.25	
		£	35,769.09
Less Unpresented Cheques/Direct Debits			
	CHQ 100334	-£ 250.00	
			-£ 250.00
	Adjustment		-£ 250.00
	Reconciled Total		£ 35,519.09
Payments to be made			
Date	Payee	Description	Amount
28/04/2022	Salaries	Salaries & PAYE	£ 555.39
25/05/2022	Eyelid Productions	Inv 2523	£ 70.00
25/05/2022	S Boydell	Audit Fees	£ 100.00
25/05/2022	C Cornish	Jubilee Grant	£ 110.00
25/05/2022	M Baker	APM Sundries	£ 24.65
25/05/2022	M Baker	Concrete Posts	£ 272.22
25/05/2022	BALC	Affiliation	£ 40.00
	Cash Book Balance After Payments	£	34,347.03