

STURMER PARISH COUNCIL

Ian Brown
Parish Clerk & Responsible Financial Officer
Email: clerk@sturmer-pc.gov.uk

72 St. Edmunds Fields
Dunmow, Essex, CM6 2AN
Tel: 07913 514 589

All members of the Council are summoned to attend the **ANNUAL COUNCIL MEETING OF STURMER PARISH COUNCIL** to be held at **STURMER VILLAGE HALL** on **TUESDAY 14 MAY 2024 AT 6:45 PM** for the transaction of the business as set out below.

AGENDA

24/001	RECEIVE NOMINATIONS FOR CHAIRMAN, VOTE TO APPOINT CHAIRMAN FOR 2024-2025 24/001(i) – RECEIVE NOMINATIONS FOR VICE CHAIRMAN, VOTE TO VICE CHAIRMAN FOR 2024-2025
24/002	CLLRS ACCEPTING THE OFFICE OF CHAIRMAN AND VICE CHAIRMAN TO SIGN THE APPOINTMENT BOOK AND ACCEPTANCE OF OFFICE (FOR SUBMISSION TO BDC)
24/003	NOTE AND VOTE TO APPROVE APOLOGIES FOR ABSENCE
24/004	CO-OPTION PROCESS- RECEIVE REPRESENTATION FROM THOSE STANDING FOR CO-OPTION AND WISH TO BE CONSIDERED FOR APPOINTMENT TO THE COUNCIL MEMBERS TO ASK ANY QUESTIONS TO CLARIFY THE REPRESENTATION FROM THE CANDIDATES
24/005	CANDIDATES ASKED TO LEAVE THE ROOM COUNCIL TO CONSIDER REPRESENTATION(S) FROM THOSE STANDING FOR CO-OPTION AND VOTE ACCORDINGLY
24/006	INVITE CANDIDATES TO RETURN TO MEETING ROOM TO HEAR COUNCIL'S DECISION
24/007	CANDIDATES DULY CO-OPTED TO COMPLETE AND SIGN ACCEPTANCE OF OFFICE DECLARATION 24/007(i) – CO-OPTED CLLRS TO RECEIVE REGISTER OF INTEREST FORM TO COMPLETE AND SUBMIT INDEPENDENTLY TO BDC 24/007(ii) – ALL CLLRS TO BE INVITED TO REVIEW THEIR REGISTER OF INTEREST AND ADVISE BDC ACCORDINGLY OF ANY AMENDMENTS DULY CO-OPTED CLLRS TO BE INVITED TO JOIN THE MEMBERS
24/008	APPOINT REPRESENTATIONS FOR 2024-25 FOOTPATHS FLOOD ACTION GROUP PLAY AREA PARISH MAINTENANCE WAR MEMORIAL VILLAGE HALL & DEFIBRILLATOR HIGHWAYS
24/009	WITH REFERENCE TO THIS AGENDA MEMBERS ARE INVITED TO DECLARE ANY DISCLOSABLE PECUNIARY INTERESTS, NON-REGISTRABLE INTERESTS AND OTHER REGISTRABLE INTERESTS
24/010	APPROVE THE MINUTES OF THE MEETINGS HELD ON TUESDAY 02 APRIL – 2024

24/011	PUBLIC PARTICIPATION SESSION <i>This provides an opportunity for members of the public to raise questions and comment on items on the agenda or of import. Time for this session is limited to 15 minutes (03 minutes per person)</i>
24/012	RECEIVE COUNTY & DISTRICT COUNCILLORS REPORTS
24/013	RECEIVE CLERK'S REPORT & NOTE CORRESPONDENCE
24/014	FINANCE – RECEIVE FINANCIAL STATEMENT - AGREE PAYMENTS Finance statement to be attached at APPENDIX A 24/014(i) - APPOINT AUTHORISER 24/014(ii) – CONFIRM CLLRS NOTED RECONCILED BANK STATEMENT 24/014(iii) – CONFIRM ASSET REGISTER REVIEW 24/014(iv) – CONFIRM RISK REGISTER REVIEW 24/014(v) – MEMBERS TO CONFIRM RECEIPT OF INTERNAL AUDIT REPORT 24/014(vi) – COMPLETE AND SIGN EXEMPTION CERTIFICATE – CLERK to SUBMIT 24/014(vii) – RECEIVE AND APPROVE GOVERNANCE STATEMENT 24/014(viii) – RECEIVE AND APPROVE ACCOUNTING STATEMENT 24/014(ix) – APPROVE CLERK TO MAKE PAYMENTS DURING PERIODS COUNCIL DOES NOT MEET 24/014(x) – RECEIVE UPDATE ON STREET LIGHTING ENERGY SUPPLIER OPTIONS 24/014(xi) – CONFIRM PERIOD FOR THE EXERCISE OF PUBLIC RIGHTS
24/015	CONSIDER APPLICATION(S) FOR THE POSITION OF CLERK & RFO, AGREE NEXT ACTION
24/016	REVIEW & COMMENT ON CURRENT PLANNING APPLICATIONS/APPEALS Ref. 24/00920/HH Erection of a two storey rear extension - 14 Abbotts Cottages , The Street, Sturmer Comment date – 29 May 2024
24/017	RECEIVE ANY FEEDBACK FROM SITE MEETING WITH REPRESENTATIVES FOR THE LAND REAR OF ROWLEY COTTAGES
24/018	RECEIVE REPRESENTATIVES REPORT: a) Footpaths - b) Flood Action Group - c) Play Area – d) Parish Maintenance – e) War Memorial – f) Village Hall – [f](i) – Defibrillator function – g) Highways –
24/019	RECEIVE UPDATE ON ST MARY’S CHURCHYARD CLOSURE
	MOTION TO BE AGREED - Approve exclusion of the public <i>Members of the public will be asked to leave the meeting for the next item, Exclusion of Public and Press - Under Section 100(A)(4) of the Local Government Act 1972, the public be excluded from the meeting whilst discussion takes place on the following item on the grounds that they involve the likely disclosure of exempt and commercially sensitive information</i>
24/020	RECEIVE UPDATE ON THE VG52 LAND SALE PROPOSALS
	MOTION TO BE AGREED – Approve readmission of the public <i>Members of the public to be readmitted to the meeting</i>

24/021	CONFIRM COUNCIL MEETING DATES FOR 2024
24/022	ITEMS OF REPORT TO BE NOTED OR ADDED TO NEXT COUNCIL AGENDA
24/023	DATE OF NEXT MEETING - TBC – CLOSE

IAN BROWN – Locum Parish Clerk & Responsible Financial Officer Dated **09 May 2024**, the Public and Press are welcome to attend. A 15 minute *PUBLIC PARTICIPATION SESSION* is HELD AT THE BEGINNING OF THE MEETING where contributions are always welcome, further comment during the meeting will be entirely at the Chairman's discretion and invitation only.