

# **BARLING MAGNA PARISH COUNCIL**

**NOTICE IS HEREBY GIVEN** that a meeting of the Barling Magna Parish Council will take place on Thursday 9<sup>th</sup> February 2017, in The Front Room, Community Centre, Old School, High Street, Great Wakering, Essex, SS3 0EJ commencing at 7.00 p.m.

This meeting will, in part, be open to the press and members of the public.

**ALL MEMBERS of the COUNCIL ARE HEREBY SUMMONSED** to attend for the purpose of considering and resolving upon the business to be transacted at the meeting as set out hereunder.

Signed:   
I. King  
Clerk to the Barling Magna Parish Council.

Date: 3<sup>rd</sup> February 2017

## **AGENDA**

1. The Chair to declare the meeting open.
2. To receive apologies for absence.
3. To receive Declarations of Interest in accordance with the Council's Code of Conduct and with section 106 of the Local Government Finance Act 1992.
4. To sign as a correct record the Minutes of the Full Council Meeting held on 12<sup>th</sup> January 2017 (*Minutes to be circulated*).
5. The meeting will stand adjourned to permit Parishioners of Barling Magna to address the Council (*this will be limited to fifteen minutes*).
6. To receive a report from the County and District Councillors for the area on any matters of interest to the Parish (*this will be limited to fifteen minutes*).
7. Casual vacancy
  - a. To note the vacancy created by the death of the late Councillor Street and to authorise the Clerk to commence the process to appoint a new Councillor.
8. Chair's Matters
  - a. To receive a report from Councillor Cohen about the River Crouch Guide and to agree any action to be taken.
  - b. To note the outcome of the expression of interest to the Essex County Council Response Grant programme and to agree any action to be taken.

- c. To consider a proposal from Councillor Cohen regarding a Neighbourhood Plan.
- d. To consider a proposal from Councillor Cohen to update the Council's Committee list as necessary following the death of Councillor Street.
- e. To consider and approve the inclusion of a Staffing Committee and a Staffing Sub-Committee.
- f. To consider and approve the inclusion of a sub-committee to the Wildlife Reserve Committee, specifically for the purpose of addressing the requirements of the Green Flag award.
- g. To consider and approve the terms of reference for the aforementioned committees and sub-committees.

#### **9. Financial Matters**

- a. To consider and approve cheque payments for February 2017.
- b. To consider and approve the bank reconciliations for the months of November and December 2016.
- c. To receive a report on progress in the 2016/17 accounts.

#### **10. Risk Assessment**

- a. To consider and approve the Risk Assessment as prepared by the Clerk (to be circulated).

#### **11. Wildlife Reserve Committee**

- a. To receive a report from the Chair of the Wildlife Reserve Committee, following its meeting on 1<sup>st</sup> February 2017.
- b. To receive a report on the fencing quotes (item 15c. of the draft minutes of the Full Council meeting held 12<sup>th</sup> January 2017 refers).
- c. To consider the proposal from the Wildlife Reserve Committee regarding charitable status for the Wildlife Reserve and to agree the action to be taken.
- d. To consider the recommendation from the Wildlife Reserve Committee regarding the terms of the constitution required by Green Flag Ltd and to agree the action to be taken.
- e. To consider the recommendation from the Wildlife Reserve Committee regarding the requirement by Green Flag Ltd in respect of committed financial support from the Parish Council and to agree the action to be taken.
- f. To consider the recommendation from the Wildlife Reserve Committee regarding any national or local bodies who could be approached with a view to helping support the Wildlife Reserve financially in future years and to agree the action to be taken.
- g. To consider the recommendation from the Wildlife Reserve Committee regarding fixing Wildlife Reserve signs to the Parish Council bus shelters and to agree the action to be taken.

**12. Survey of streetlamps**

- a. To consider a proposal from Councillor Steptoe for a survey of streetlamps.

**13. Funding for new play equipment**

- a. To consider a proposal from Councillor Steptoe that Barling Magna Parish Council enters into talks with Rochford District Council to explore ways of funding, in partnership with RDC, new play equipment in both the play spaces in Little Wakering and Barling.

**14. Clerk's report**

- a. To receive a report from the Clerk, including on training matters, and to agree any action to be taken.

**15. Website**

- a. To approve any amendments to the website.
- b. To consider the Special Motion dated 1<sup>st</sup> February 2017 regarding the decisions made under Minute 10 of the Council Meeting held on 10<sup>th</sup> November 2016 in respect of new email addresses.

**16. Planning**

- a. To consider any planning applications received since the last meeting and to agree the action to be taken.

**17. Correspondence**

- a. To consider any correspondence received and agree the action to be taken.

**18. At the Chairman's discretion to exchange information on matters of interest to the Parish.**

**19. To agree the date of the next Council Meeting**

- a. To note that the next Council meeting will be held on Thursday 9<sup>th</sup> March 2017.

**20. Exclusion of the Press and the Public**

- a. Pursuant to section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 it is resolved that, in view of the confidential nature of the business about to be transacted, it is advisable in the public interest that the press and the public be excluded and they are instructed to withdraw.

**21. Tenders**

- a. To note progress in the review of the specifications for repairs to bus shelters and inviting tenders.

**22. Staff Matters**

- a. To consider the Special Motion dated 1<sup>st</sup> February 2017 regarding the decision made under Minute 20a. of the Council Meeting held on 8<sup>th</sup> December 2016 in respect of the Hall Manager.
- b. To receive a report regarding PAYE/NI deductions. [Item 21b of the minutes of the Full Council meeting held 12<sup>th</sup> January refers].