

Minutes of the Greenstead Green and Halstead Rural Parish Council Annual Parish Council Meeting (AGM) held on Wednesday 11th May 2022 at Greenstead Green Village Hall at 7.00pm These are draft minutes and yet to be agreed by the Parish Council.

Present.

Cllr. Chris Butler

Cllr. Bill Dixey.

Cllr. Paul Foster. Chairman.

Cllr. Derek Hambling

Cllr. Ian Pleasance

Cllr. Derek Mason. Vice-Chairman.

Cllr. Pat Wickes.

Amanda Degnan – Clerk to the Parish Council.

County Cllr Chris Siddall

Two members of the public

36/22 Apologies for absence. None

37/22 Election of Chairman. To re-elect Cllr Paul Foster as Chairman. Proposed by Cllr Derek Mason, seconded by Cllr. Derek Hambling. All agreed. Cllr. Foster duly re-elected as Chairman. Cllr. Foster confirmed that this will be his final year as Chairman and will be standing down at the 2023 AGM but will remain a councillor.

Chairman to sign the declaration of office. The Chairman then duly signed the declaration of office.

38/22 Election of Vice Chairman. To re-elect Cllr. Derek Mason as Vice Chairman. Proposed by Chairman, Cllr Paul Foster. Seconded by Cllr. Derek Hambling. All agreed. Cllr. Mason duly re-elected as Vice Chairman

39/22 To appoint representatives to the outside bodies as set out below: These appointments were duly approved en-bloc. Proposed by Chairman, Cllr. Foster, Seconded by Cllr. Pleasance. All agreed. Approved.

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| a). Essex Association of Local Councils. | Cllr's Foster and Mason |
| b). Braintree Association of Local Councils. | Cllr's Hambling and Pleasance |
| c). Village Hall Management Committee. | Cllr. Butler |
| d). Playing Field Management Committee. | Cllr's Hambling and Mason |

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| e). Civil Defence Emergency Committee. | Cllr's Hambling and Mason |
| f). Earls Colne Airfield Liaison Committee. | Derek Wickes and Cllr. Pleasance |
| g). Planning Committee. | Any 3 councillors |
| h). Footpaths Representative. | Cllr. Butler |
| i). Tree Warden. | Cllr. Dixey |
| j). Health Committee Representative. | Cllr. Foster |
| k). District Neighbourhood Watch. | Jean Hastings, Cllr's Dixey and Foster |
| l). Community Transport Representative. | Cllr. Wickes |
| m). Internal Auditor. | Richard Edwards Group. |
| n). Responsible Financial Officer. | Amanda Degnan. |
| o) Greenwatch | Cllr's Hambling and Mason |
| p) EC2H Cycle route | Cllr. Hambling |

40/22 To approve and re-adopt the following:

- (a) Standing Orders rev 2020**
- (b) Financial Regulations.**
- (c) Code of Conduct**
- (d) Antibullying and Harassment policy**
- (e) Community Engagement Policy**
- (f) Complaints Procedure**
- (g) Data Protection Policy**
- (h) Disciplinary Policy**
- (i) Equality and Diversity Policy**
- (j) Grant Award Making Policy**
- (k) Grievance Procedure**
- (l) Training Policy**
- (m) Whistleblowing Policy**
- (n) Internet banking code 2021**

It was agreed to approve these en-bloc. Proposed by Chairman, Cllr. Foster, Seconded by Cllr. Hambling. All agreed. Approved

41/22 To confirm and approve the updated Asset Inventory is correct. This had been distributed before the meeting. It was decided to add approximate cost next to the Village Hall and Playing Field figures. It was also decided to consider seeking a revaluation of the Village Hall. **Action:** To be placed on the July Agenda.

Proposal: To confirm and approve the updated Asset Inventory is correct. Proposed by Chairman, Cllr Foster, Seconded by Cllr. Wickes. All agreed. Approved.

Cllr. Butler confirmed that the Village Hall Management Committee insure the hall and receive a revaluation every two (2) years. He will bring the revaluation figure to the July meeting. **Action:** Cllr. Butler and Clerk

42/22 To confirm that the Parish Council has appropriate insurance which includes public liability. The Clerk confirmed that the Parish Council had appropriate insurance which included public liability with BHIB. Proposed by Chairman, Cllr. Foster, Seconded by Cllr. Pleasance. All agreed. Confirmed.

43/22 To remind Councillors to review and update their Declaration of Interests with BDC. The Chairman, Cllr. Foster reminded all Councillors to look at their Interests declarations and update if necessary. This can be found on Braintree District Councils (BDC) website.

There being no further business the AGM closed at 7.18pm.

Signed.....

Chairman – Greenstead Green and Halstead Rural Parish Council.

Date.....

Amanda Degnan

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| <p>Amanda Degnan – Clerk to the Parish Council, C/O Greenstead Green Post Office, Greenstead Green Farm, Greenstead Green, CO9 1QY. 01787 274992. greensteadgreenclerk@outlook.com. WWW. greensteadgreenpc.org.uk</p> |
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