GREAT WAKERING PARISH COUNCIL

**Minutes** of the Full Council Meeting held on Wednesday 28th May 2025, in the Parish Council Offices, Little Wakering Hall Lane, Great Wakering, SS3 0HH, commencing at 7.30 p.m.

Present: - Councillors F. Baker, P. Bates, D. Efde, R. Efde (Chair), P. Hitchman, A. Porter, L. Rodger and B. Wilkins.

In attendance: - S. Hyatt (Parish Clerk)

1. **The Chairman to declare the meeting open.**

 Meeting declared open at 7.30pm.

1. **To elect a Chairman of the Council and receive their acceptance of Office.**

*Resolved* that Councillor R. Efde be elected Chair for the 2025/26 Council year.

1. **Chair signing of Acceptance of Office.**

Acceptance of Office signed.

1. **To elect a Vice-Chairman of the Council.**

 *Resolved* that Councillor Wilkins be elected Vice-Chair for the 2025/26 Council

 year.

1. **To receive apologies for absence.**

 Councillor Goodwin.

**6. 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.**

 Councillors R. Efde, D. Efde and B. Wilkins – Memorial Hall, P. Hitchman –

 Friends of Wakering Common, allotment tenant and Parish Council burial ground

 Exclusive Right of Burial holder, D. Efde RDC Councillor and P. Bates Sea scouts.

 **7. To sign as a correct record the minutes of the Full Council Meeting**

 **held on 26th March 2025.**

*Resolved* that the minutes be approved.

 **8. Financial Matters**

 a**.** To approve Payment Schedules for March 2025.*Carried*

 b. To approve Receipt Schedules for March 2025. *Carried*

 c. To approve the Financial Statement for the12 months to 31st March

 2025.*Carried*

1. To approve and sign the Annual Governance Statement 2024/25. *Carried*
2. To approve and sign the Accounting Statements 2024/2025. *Carried*
3. To approve and sign the Statement of Accounts for the Financial year ending

 31st March 2025. *Carried*

1. To approve Payment Schedules for April 2025. *Carried*
2. To approve Receipt Schedules for April 2025. *Carried*
3. To approve the Financial Statement for the month to 30th April 2025. *Carried*

**9.**  **To receive the Chairman’s Report.**

No report.

**10. Planning Committee**

 a) To agree the formation of a Planning Committee for the 2025/2026 Parish

 year.

 b) To review delegation arrangements and agree that the remit of that

 Committee is “to review and make recommendations on behalf of the

 Parish Council in respect of planning applications received from

 Rochford District Council and from Essex County Council".

c) To agree the members of the Council to serve on that Committee.

 *Resolved* that the above be agreed and the Members to be Councillors D.

 Efde, R. Efde, Hitchman and Rodger.

**11. Personnel/Finance Committee**

1. To agree the formation of a Personnel/Finance Committee for the 2025/2026 Parish year.
2. To review delegation arrangements and agree that the remit of that

 Committee is “to deal with personnel issues and to oversee the financial

 affairs of the Parish Council”.

1. To agree the members of the Council to serve on that Committee.

*Resolved* that the above be agreed and the Members to be Councillors Baker, D. Efde, Porter and Wilkins.

**12. To appoint representatives for the following:**

 a. Public Transport Users Group. Councillor Rodger

1. Footpaths. Councillor Hitchman
2. Rochford Hundred Association of Local Councils. Councillors Porter, D. Efde and R. Efde.

**13. To hold a public meeting re devolution, the date and time to be decided.**

 *Resolved* that this be approved.

**14.** **At the Chairman’s discretion the exchange of relevant Council**

 **information.**

* Public Rights of Way update.
* Clerk grant funding update.
* Council photograph update.

**15. To receive reports from the County Councillor and District Councillors on**

 **County and District Council matters only (5 minutes each at Chair’s**

 **discretion).**

 Councillor Efde:

* Attended King’s garden party as RDC representative.
* RDC Annual Council meeting
* Planning updates.
* Bylaws consultation.
* Chair of economic development, Regeneration and Tourism Committee.

**16. Time allowing the meeting will stand adjourned to permit Parishioners**

**of Great Wakering to address the Council only once in respect of**

**business itemised on the agenda (3 minutes each at Chairman’s**

 **discretion).**

None.

Meeting Closed 8.18pm Next Meeting 30th July 2025