GREAT WAKERING PARISH COUNCIL

**Minutes** of the Full Council Meeting held on Wednesday 17th May 2023, in the Parish Council Offices, Little Wakering Hall Lane, Great Wakering, SS3 0HH, commencing at 7.30 p.m.

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

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 2023/24 Council year*.*

1. **Councillors signing of Acceptance of Office.**

Those in attendance had previously signed, those not present to visit the Office.

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

*Resolved* that Councillor Wilkins be elected Vice-Chair for the 2023/24 Council year.

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

Councillors Bates and Goodwin.

1. **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.**

 Councillor Hitchman – Friends of Wakering Common and allotment holder.

 Councillors Efde and Wilkins – Memorial Hall. Councillor D. Efde – Member of

 RDC.

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

 **held on 29th March 2023.**

*Resolved* that the minutes be approved.

 **8. Financial Matters**

 a**.** To approve Payment Schedules for March 2023. *Carried.*

 b. To approve Receipt Schedules for March 2023. *Carried.*

 c. To approve the Financial Statement for the 12 months to 31st March 2023.

 *Carried*.

1. To approve and sign the Annual Governance Statement 2022/23. *Carried.*
2. To approve and sign the Accounting Statements 2022/2023. *Carried.*
3. To approve and sign the Statement of Accounts for the Financial year ending

 31st March 2023. *Carried.*

1. To approve Payment Schedules for April 2023. *Carried.*
2. To approve Receipt Schedules for April 2023. *Carried.*
3. To approve the Financial Statement for the month to 30th April 2023. *Carried.*

**9. To Co-opt F. Baker onto the Parish Council.**

*Resolved* that Councillor Baker be co-opted onto the Council.

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

* Thank you offered for re-election as Chair.
* Noted uncontested Parish Council election.
* Councilllors Wilkins, R. and D. Efde attended Coronation event at the United Methodist Church on behalf of Council.
* Delivery by Clerk, Officers and Councillors of medals to Parishioners to celebrate Coronation of King Charles III.
* Thanks to Clerk and her staff for help.

**11. Planning Committee**

 a) To agree the formation of a Planning Committee for the 2023/2024 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, Green, Hitchman, Rodger and Wilkins.

1. **Personnel/Finance Committee**
2. To agree the formation of a Personnel/Finance Committee for the 2023/2024 Parish year.
3. 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, R. Efde and Porter.

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

* 1. Public Transport Users Group - Councillor Rodger.
	2. Footpaths – Councillor Hitchman.
	3. RHALC – Councillors R. Efde and Porter.

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

 **information.**

Councillor Hitchman – update on PROW’s.

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

**Councillors on County and District Council matters only (5 minutes each at Chairman’s discretion).**

District Councillor Efde:

* Noted no overall party control at RDC after recent elections.
* Planning and untidy site updates.

County Councillor Steptoe:

* ECC PROW works update.
* Local Highways Panel update.
* City Fibre works.
* Locality Fund.
* Highways, roadworks and potholes update.

**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 in attendance.

Meeting Closed 8.05pm

Next Meeting 19th July 2023