

Corringham Parish Council & Burial Authority

Minutes of Ordinary Meeting December 6th 2022

Minutes of an ordinary meeting of Corringham Parish Council, held on Tuesday 6th December 2022 at 7.15 pm at Corringham Village Hall

Present: Parish Councillors: D. Semley (Chair), S Blades, M. Parr

7.15pm – Public Forum: No attendees. P.C. McFall sent a short report and sent apologies.

Item

1. **CHAIRMAN'S REMARKS** Meeting was opened by Chair Cllr. Semley who welcomed all to the meeting and advised Standing Orders were in place.
2. **APOLOGIES FOR ABSENCE** – Cllr Stanser, Cllr. Smith
3. **DECLARATIONS OF INTEREST IN ACCORDANCE WITH THE LOCALISM ACT 2011 AND TO RECEIVE ANY APPLICATIONS FOR DISPENSATION IN RELATION TO DISCLOSABLE PECUNIARY INTEREST** – None
4. **MINUTES** - To consider and resolve to accept as a true and accurate record
RESOLVED that Minutes of the Ordinary Meeting held Tuesday 1st November 2022, approved and signed as a correct record.
5. **BUSINESS MATTERS FOR CONSIDERATION** -
 - a. Ecology Project Proposal.

RESOLVED - Cllr Semley to apply for grant funding for pond works, tree works for cemetery and bulbs, trees, and plants for Spring/summer planting

- b. Cllr Semley awaiting information in order to further this project. Ongoing & deferred to next meeting.
- c. Signage – deferred to next meeting pending further information.
- d. Pond Safety Equipment – deferred to next meeting pending further information.
- e. Newsletter – **RESOLVED** to issue in new year. To be signed off at January meeting.
- f. Ashwin Charity and Land Holdings

Cheque received for land rental. Cllr Semley has been in touch with the payee, updated contact details, and has agreed to return the cheque and payment be made via bank transfer. Solicitor has been ill so no further action on this point. Cllr Semley to chase once solicitor is back at work.

- g. PC Telephone – deferred to next meeting pending further information.
- h. Coronation – Correspondence required to Village Hall & Church **[Action Cllr Semley]**

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- i. Website – Website administrator now in place and initial discussions have taken place. Work will begin on site once Cllr Semley has had a meeting with the internal auditor and presented report and recommendations to the Council.
- j. Draft internal audit – The council are now in receipt of the draft internal audit. Cllr Semley is to meet with the Internal Auditor to discuss the outcomes, recommendations, and prepare a report of recommendations going forward.

6. COUNCILLOR TRAINING

None currently planned

7. PLANNING MATTERS

Nothing received

8. FINANCIAL REPORTS – To receive the financial report and approve payments.

- a. No payments to approve.
- b. Accounts reconciled to end of November.
- c. Precept request sent through to WLDC.
- d. Report approved as presented

b. To resolve whether to move into closed session and exclude the public and press, in accordance with the Public Bodies (Admissions to Meetings) Act 1960, due to the commercial or sensitive nature of business to be discussed. No members of the public present.

Discussion was held over comments made by a resident on the 2023-24 budget. **RESOLVED** to write to resident addressing concerns and clarifying the Council's position.

9. CORRESPONDENCE

Letter of complaint from resident was discussed. It was agreed there were valid points raised and the Council felt a letter of apology was due.

RESOLVED - The resident to be contacted privately with apologies and explanations prior to public apology being issued.

10. ONGOING MINOR ITEMS, CORRESPONDENCE AND AGENDA ITEMS FOR THE NEXT MEETING

- a. No other correspondence of note other than what has been distributed prior to the meeting.
- b. Review and update of Standing orders due at next meeting

11. DATE OF NEXT MEETING – To resolve to note the date of the next Ordinary Parish Council meeting **Tuesday 3rd January 2023 – 7.15pm – Venue: Corringham Village Hall**

Meeting Closed: 8.35pm