



Stock Parish Council

The Tythe Barn, High Street, Stock, Essex. CM4 9BU

Annual Council Minutes

to be held at Stock Cricket Club, The Club House, Common Road, Stock, CM4
9NF
at 7pm on Tuesday 16th May 2023

Present: P Fenwick, M Gray, M Rolph, S Porter, R Pritchard I Grundy

Minutes

Council confirmed due to some form issue with election of M Gray. M Gray was co-opted into Stock Parish Council by all members

- 1. Election of the Chairman of the Parish Council 2023-24**
To consider nominations for Chairman of the Parish Council 2023-34
M Rolph proposed and S Porter 2nd proposed P Fenwick
- 2. Declaration of acceptance of Office by the Chairman for 2023-24**
The Chairman to complete his/her acceptance of office form
P Fenwick accepted Chairman position
- 3. Election of Vice Chairman of the Council 2023-24**
To consider nominations for Vice Chairman of the Parish Council 2023-24
M Rolph proposed and P Fenwick 2nd proposed M Gray.
M Gray Accepted the position
- 4. Apologies of absence**
To receive and approved apologies and reasons for absence
- 5. Minutes of last meeting**
(as held on 11th April to be agreed / approved).

Councillors

P Fenwick signed minutes

- 6. Declaration of Councillor Interests relating to the Agenda** Councillors
(to be recorded)
No Interest was given by any councilors
- 7. Public participation** Public
Time given to public attending the meeting to exchange information and make representation on matters concerning the village of Stock.
No public present at this meeting
- 8. Co-option to Parish Council** Chairman
Member to consider any applications received for the advertised vacancies
Clerk mentioned there was interest from some people after coronation and has given them details of how to join. Waiting to hear back from them.
- 9. Appointment of Delegated Duties to Council Members** Chairman
Members to consider and appoint council members delegated duties for the period 2023-24
P Fenwick talked through the roles of each councilors and to confirm the below areas they have been appointed to.
Mathew Gray – to continue doing Highways
Mark Rolph – Public Works and Services
Sophie – Open Spaces
All Councilors – Footpaths
Rob – Media
- 10. Appointment of Representative on Outside Bodies** Chairman
Members to consider and appoint Council members as representatives on Outside Bodies for the Period 2023-24
P Fenwick discussed that there was only the Village Hall Committee to attend. Councilor M Rolph has stepped forward to offer to sit on these committee. Clerk to send details to Stock Village Hall.
Mark Rolph – Village Hall Committee
- 11. Assets Register** Chairman
To review the Parish Councils Assets register
P Fenwick mentioned that we would need to look at the asset Register items in the finances that Clerk and P Fenwick will look into in June. He also mentioned about the need to de value some items due to age.
Equipment we purchased for the show to go as an asset
- 12. Insurance** Chairman
To note the councils arrangement for insurance cover as provided
P Fenwick Confirmed we are already in a 3 year Insurance contract.
- 13. Policy Review** Chairman
To review the following documents
a. Standing Orders
b. Financial Regulations
Clerk to bring back Standing Orders, Financial Regulations to next months meeting and note if any changes need to occur.
- 14. Internal Audit** Chairman

Council to agree the date to review income and expenditure report for 2022-23. Council to confirm who to appoint for internal audit
Auditor can undertake them for us. Clerk to Liaise with P Fenwick to confirm date in June to get Auditor in.

15. External Audit

Chairman

Council to Note the appointment of PKF Littlejohn by Smaller Authorities Audit Appointments Limited (SAAA) as external auditor. To Report that the deadline for the Annual Governance and Accountability Return (AGAR) is 1st July 2023
P Fenwick agreed we will approach PKF Littlejohn when we have done the internal audit

16. Planning Matters

Councillors

Ref. No: 23/00343/FUL Cobblers Mill Road, Stock, CM4 9RG

Proposed Orangery extension to rear of the building.

No Comment

Ref.No: 23/00566/FUL 130 Mill Road, Stock CM4 9LR

Erection of new entrance gates and 1m high fence to front boundary

Rejected Same comment as last time (look back at last minutes)

Ref. No: 23/00472/FUL Emilie Stock Road, Stock, CM4 9PQ

Demolition of disused agricultural buildings and construction of single storey dwelling house

No comment

Ref. No: 23/00583/FUL 39 Swan Lane, Stock, CM4 9BQ

Proposed annex in rear garden with raised decking.

No comment

Ref. No: 23/00615/FUL 17 High Street, Stock, CM4 9BD

Proposed outbuilding extension to existing garage in rear garden, new garden wall to replace partition fence.

Making observations Support conservation officers remarks online

Ref. No: 23/00586/FUL 29 Back Lane, Stock, CM4 9DE

Demolition of existing side porch and construction of single storey rear extension with internal and external alterations. Addition of car port.

Support conservation officer

Healthfield Dowsett Lane, Stock CM11 1JH

No Comment

I Grundy mentioned have we had any information on Enforcement letters, Senior Planning Officer. We had written a letter to him. 6 High street, The Rectory, The Lindens, 110 Mill Road, Goats Moor Lane. P Fenwick to seek a meeting with the enforcement office

Flooding in Smallgains – Anglian water involved. State of the road underneath it. Potholes damaged.

17. Matters Arising

Councillors

Review of Sale of Stock United Football Club Pitch

Article 4 update

P Fenwick Discussed with the councillors what the Article 4 meant. Clerk confirmed we have added some information into Stock Press for residents to be kept informed about this.

Also confirmed there is a legal charge being placed on the remaining plot to the football

field. P Fenwick to enquire to who the plots were sold to and how many plots are currently left.

Highways and Maintenance

Parking

Speeding

M Gray No update. Parking round the school. I Grundy chasing up the team

I Grundy mentioned there will be a 20mph zone in School area to be applied at some point in the near future

Environment

Hankins Wood – L brown has been contacted Chelmsford have responded to the solicitors. I Grundy to request a copy of what has been sent. P Fenwick to speak to our solicitors to check if they have received anything

The Common Tree Survey, Drainage and Car Park Project. P Fenwick suggested we Raise a PO to Swift with a schedule of when works need to be completed. Appropriate time to start end Summer. M Rolph confirmed we should give him 1 month Mid Sept – mid October

Tree Planting – Are there still Tree's Clerk to speak with previous councilor to check. S Porter to organise with D Swift to plant the tree's. M Gray to check with John previous councilor about the tree in honor of his service to the parish council. P Fenwick to look at the Oak Tree in his field to see if this can be used for the Queens Tree that needs to be planted. King Charles Tree – Sophie to find one that might relate to what the King Charles has planted previously.

Footpath – all ok

Who owns the Street lights in High street – No one owns the street lights. I Grundy to check

Grass cutting can be extended to the Lindens. Renew contracts with Swift and add in the 2 extra areas of grass cutting into the contract. P Fenwick to look into this.

Community Initiatives and Events

Affordable Housing Update – Laura Atkinson to see if she can make our next meeting. She never identified the land.

Special Constables – Monthly MR to update. Essex police put forward a Zoom meeting with EALC bringing in a councilor from Brightlingsea. Tips on how to look and recruit special constables. Lots of parishes have been looking for over 5 years. We have been looking for 2 years. Process of recruiting is very stringent it's very difficult.

Kings Coronation Feedback – lots of good feedback.

Neighborhood Plan – start on it now. Spoken to Nick and Paulette. Make an appointment to see J Robinson. We will call it a village plan. Get everything together as a document have an exhibition in the village. Take it forward for publication. New statement can use for planning and have a say on things.

Full Fibre in Stock – Country broadband – Hasn't attended the last 2 meetings we will leave it for them to get back in contact with us

Finance

Review Monthly Schedule of Accounts Payable

Review CIL Payments

Review bank Balances

Review of VAT Reclaim

Look to change to HSBC for the account.

18. Essex County Council / Chelmsford City Council Report

Ian Grundy

Apps application amended the description. Still want to go to community. Pond Clearance tomorrow. Got another 12 teams to sort the pot holes out. Bring up Pavement and raise it again. Clerk to give Ian Grundy the reference number.

19. Chairman's Report

Chairman

Been through all things already Cricket club discussed about giving money to them. Big thank you to everyone for the coronation.

20. Clerk's Report

High street sign – Sophie to Paint.

Clerk

Painting and decorating. – Sophie to do them when ready.

21. Village Information Exchange

Councillors

Debris – Been cleaned up at honeypot lane Grace to check Highways.

Downham Road onto the main road can't see the traffic as its too high. Chelmsford not cutting.

Clerk to report it to Highways. List of audit. Rob to get media on getting Councilors involved. Bear car park parking for the barn was discussed by S Porter. P Fenwick replied by saying there isn't much we can do but to keep an eye on it.

Harvest Hoedown 23rd September agreed to work towards.

Shingle path on the high street can we have it re shingled now building work has finished. P Fenwick has agreed to organise.

Replacement bus stop Shelter in bad state being held up by ivy. M Gray to get a price on it. Discuss with highways about sorting in out.

22. Date of Next meeting

Councillors

Meeting 13th June next meeting.

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Approved: Chairman
Paul Fenwick