

**Minutes of the Greenstead Green and Halstead Rural Parish Council Annual Parish Council Meeting (AGM) held on Wednesday 15<sup>th</sup> May 2024 at Greenstead Green Village Hall at 7.00pm These are draft minutes and yet to be agreed by the Parish Council.**

**Present.**

Cllr. Paul Foster. Chairman.

Cllr. Derek Hambling

Cllr. Ian Pleasance

Cllr. Derek Mason. Vice-Chairman.(arrived 7:12pm)

Cllr. Jeremy Siggers

Cllr. Gemma Todd

Amanda Degnan – Clerk to the Parish Council.

Four members of the public

**43/24 Apologies for absence.** Apologies for absence were received from Cllr. Butler who was on holiday. Accepted. Apologies were also received and noted from County Cllr. Chris Siddall and District Cllr. Peter Schwier.

**44/24 Election of Chairman.** To re-elect Cllr Paul Foster as Chairman. Proposed by Cllr Derek Hambling, seconded by Cllr. Ian Pleasance. All agreed. Cllr. Foster duly re-elected as Chairman. **Chairman to sign the declaration of office.** The Chairman then duly signed the declaration of office.

**45/24 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.

**46/24 To appoint representatives to the outside bodies as set out below:** The name of EC2H Cycle Project was updated to Greenway. These appointments were duly approved en-bloc. Proposed by Chairman, Cllr. Foster, Seconded by Cllr. Pleasance. All agreed. Approved.

<b>a). Essex Association of Local Councils.</b>	<b>Cllr's Foster and Mason</b>
<b>b). Braintree Association of Local Councils.</b>	<b>Cllr's Hambling and Pleasance</b>
<b>c). Village Hall Management Committee.</b>	<b>Cllr. Butler</b>
<b>d). Playing Field Management Committee.</b>	<b>Cllr's Hambling and Mason</b>
<b>e). Civil Defence Emergency Committee.</b>	<b>Cllr's Hambling and Mason</b>

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

**47/24 To approve and re-adopt the following:**

- (a) Standing Orders rev 2022**
- (b) Financial Regulations.**
- (c) Code of Conduct**
- (d) Antbullying 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

**48/24 To confirm and approve the updated Asset Inventory is correct.** This had been distributed before the meeting. It was noted that the increase in the total value of assets was due to the updated valuation figure for the village hall. Proposal: To confirm and approve the updated Asset Inventory List is correct. Proposed by Chairman, Cllr Foster, Seconded by Cllr. Pleasance. All agreed. Approved.

**49/24 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 Clear Councils formerly known as BHIB. Proposed by Chairman, Cllr. Foster, Seconded by Cllr. Pleasance. All agreed. Confirmed. The Clerk noted that there is now a requirement to check the play equipment weekly. This is to be placed on the July agenda.

There being no further business the AGM closed at 7.19pm.

**Signed**.....

**Chairman – Greenstead Green and Halstead Rural Parish Council.**

**Date**.....

*Amanda Degnan*

<p><b>Amanda Degnan – Clerk to the Parish Council, C/O Greenstead Green Post Office, Greenstead Green Farm, Greenstead Green, CO9 1QY. 07782209224. <a href="mailto:parishclerk@greensteadgreenpc.org.uk">parishclerk@greensteadgreenpc.org.uk</a> WWW. <a href="http://greensteadgreenpc.org.uk">greensteadgreenpc.org.uk</a></b></p>
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