



# Stanway

## Parish Council

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### Minutes of the Corporate Governance Committee Meeting held on 12<sup>th</sup> February at 7pm in the Committee Room, Victory Hall

**Present:** Cllrs Cotter (Chair), Norton & Spademan, Tearle & the Clerk

1. **Cllr Cotter welcomed those present. Apologies were received and accepted from Cllr Baines and the RFO**
2. **Declarations of Interest – None declared**
3. **Public Participation – None present**
4. **APPROVED** the minutes of the Corporate Governance meeting held on 8<sup>th</sup> January 2024. The Chair signed the minutes as a true and accurate record.
5. **Clerk’s Report - RECEIVED** a verbal update of the Clerk’s report submitted to January Full Council as no updates have yet been necessary ([www.stanway-pc.gov.uk/uploads/clerks-report-full-council-january-2025.pdf?v=1738242516](http://www.stanway-pc.gov.uk/uploads/clerks-report-full-council-january-2025.pdf?v=1738242516))
6. **RFO Report – RECEIVED and NOTED.** ([www.stanway-pc.gov.uk/uploads/20250212-rfo-report-to-cgc-abridged.pdf?v=1739177644](http://www.stanway-pc.gov.uk/uploads/20250212-rfo-report-to-cgc-abridged.pdf?v=1739177644)) After the RFO highlighted, it was agreed to request Community Assets review their budget spending for streetlight repairs as this had exceeded budgets set over the last 2 financial years. A review of the streetlight stock will also be recommended over the next few years, with a costing proposed in the future spending plans. A re-evaluation of land and hall assets will be undertaken for accounting purposes, to earmark reserves and/or insurance purposes. The Clerk will provide the RFO with the independent surveyor report the previous Clerk organised approximately 3-4 years ago to see if this will be helpful.
7. **CONSIDERED and AGREED** that the RFO will source a suitable card reader to enable this payment method for community events and any other payments. The RFO will report back once the card reader has been set up and account opened. Any receipts and charges will be detailed in the RFO’s report.
8. **Jansma Park Working Group – No further updates since January Full Council meeting and no decisions were required.**
9. **Information Update – None presented**

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**10. Agenda Items for Subsequent Meetings**

- i)** Community Assets to **REVIEW** why spending has not been within budget for the last 2 years regarding streetlighting repairs and renewals and report back to this committee.
  - ii)** Community Assets to **INVESTIGATE** options for external survey of streetlights and pillars to assess integrity and lifespan of stock, to ensure adequate earmarked reserves are costed into subsequent spending plans. The Clerk will provide Community Assets Committee with information relating to the inspection carried out 2020).
- 11. CONFIRMED** the date and time of the next meeting as Wednesday, 12<sup>th</sup> March 2025 at 19.00 hours, Committee Room, Victory Hall, Stanway Community Centre, Villa Road, Stanway.

**The Chair closed the meeting at 19.45 hours**