



## Woodham Ferrers & Bicknacre Parish Council



**MINUTES** of the Meeting of the Parish Council held on Tuesday 2<sup>nd</sup> October 2007 at 20.00 at Bicknacre Memorial Village Hall, Bicknacre, Essex.

<b>In Attendance:</b>		
Cllr. B. Arnold (in the chair)	Cllr. R. Blanks (Vice Chairman)	Cllr. G. Woricker
Cllr. J. Smith	Cllr R. Poulter (CBC)	Clerk – Karen Kuderovitch
Cllr J. Bishop	Cllr L. Carroll	

**348. Declaration of Interests**

The Clerk offered members the opportunity to declare any personal/prejudicial interests and note them. None declared.

**349. Apologies**

Cllrs. C & J Saltmarsh  
Not received – Cllr A. Mair

**350. Minutes**

The Minutes of the Parish Council Meeting of 4<sup>th</sup> September 2007 were approved.

**Proposed: Cllr R Blanks    Seconded: Cllr G. Woricker**

***On the motion of the Chairman the meeting was be adjourned for 15 minutes for members of the public/press to address the Council.***

Present: Peter Nightingale, FOPF gave an informative advice on tree planting around Priory Fields.

**351. Accounts**

The Clerk to gave an accounting update which included:

2<sup>nd</sup> Quarter Budget Review due for November 2007& Budget for Precept Review Confirmation from Barclays Bank that Cllrs Woricker, Blanks, Saltmarsh & Bishop are current signatories.

Emergency Item authorised by Chairman to spend £105.75 on Parish Council banners – cheque for next meeting.

Received notification of payment of £21,799 from CBC – Precept 26<sup>th</sup> Sept.

Annual Audit received signed off 2<sup>nd</sup> October 2007.

Cheques for Duffield Stunt – Internal Auditor comments – more detailed documentation being requested.

Missed cheque number from Inland Revenue – adjustment in Minutes

Members approved the following cheques for payment:

Cheque No.	Payment to	Amount £	£ VAT
104072	R.C. Landforce – Greenkeeper – September	450.41	67.08
104073	Petty Cash Withdrawal from Barclays Community Account	200.00	
104074	BT – Parish Council Mobiles x 2 (Aug & Sept)	25.25	1.76
104075	Applied Image Ltd – Sept Quarterly Newsletter Printing	625.00	
104076	Duffield Stunt – Final Invoice for completion	16.00	
104077	R. Massey – Black Chrome – Building of PC Website	250.00	
104078	Open Spaces Society – Annual Subscription due 1/10/07	30.00	
104079	B.P.Armstrong – Ace Bins – Swan Bus Shelter	12.00	
104080	B&Q Financial Services – Materials for Maintenance	82.76	19.58
104081	BT – Parish Council Line 01245-328988	81.60	11.48
104082	Mrs S Hargraves – Chelmer PC Services – E-Mail issue	17.50	

104083	B.M.V.H. – Hire – Invoice no 727 & 730	26.95	
104084	Brook Bros Timber – Materials for Maintenance	27.27	
104085	Mark Harrod Ltd – Purchase of set of nets for Priory Field	71.68	10.68
104086	Powergen – Priory Field Car Park	46.26	2.20
<b>TOTAL</b>		<b>1962.68</b>	<b>112.78</b>

Salaries:

Cheque No.	Payment to	Amount £
104087	Mrs K. Kuderovitch – Sept Salary	<b>1197.92</b>
104088	Inland Revenue – Sept Tax & NIC (This amount includes deduction of incentive payment of £150 for on-line filing)	
104089	Mrs K. Kuderovitch – Accom All – July & Aug not claimed to compensate for overclaimed in Nov 06 & January 07 – Sept claimed to bring up to date	
104090	Mrs K. Kuderovitch – Mileage – July/Aug/Sept	
104091	Mrs M. Webdale – Hooe	
104092	Mrs S. Marsh – Gatekeeper	
104093	Mrs G.A. Manthorpe	
104094	Mrs C. Coe – Internal Audit	

Income received since last PC Meeting:

Date	Payment from	Amount £
13 <sup>th</sup> Sept	Danbury Juniors Payment in full for 1 Junior Team for Season 07/08	130.00
13 <sup>th</sup> Sept	Woodham Radars 1 <sup>st</sup> Instalment for Season 07/08 for 2 teams U13 & U16	86.66
13 <sup>th</sup> Sept	Woodham Ferrers Village Hall – Reimbursement for purchase of matching Notice Boards	581.24
20 <sup>th</sup> Sept	Woodham Athletic Payment in full for 1 Junior Team for Season 07/08	130.00
<b>TOTAL</b>		<b>927.90</b>

Balance of Barclays Community Account (as at 31 Aug 07)	£15,768.07
Balance of Barclays Bonus Account (as at 31 July 07)	£4,417.84
NSI Post Office Savings Account (as at 2 <sup>nd</sup> August 07)	£21,046.08

352 Planning.

Members considered the following applications and noted a Planning Inspectorate Decision:

Application No.	Details	Cllr. to report
07/01495/FUL	<b>Kent House, Main Road, Bicknacre, Essex CM3 4HW</b> Replacement Dwelling	<b>Not supported Overdevelopment (2 x size of original)</b>
07/01780/FUL	<b>St Giles, Moor Hall Lane, Bicknacre, Essex CM3 8AS</b> Demolition of 4 no. existing buildings & erection of 4 no. residential blocks (to provide 11 individual units)	<b>Supported (Concerns re: extra volume of traffic)</b>
<b>PLANNING INSPECTORATE DECISION – 28<sup>th</sup> August 2007</b>		
APP/W1525/A/07/ 2041461	<b>Builders Yard Adjacent to Deers Haunt, Bicknacre Road, Danbury, Essex CM3 4ES</b>	<b>The Appeal was dismissed</b>

Cllr Arnold informed the full Council of a tree issue with a resident and and contact had been made with CBC. It was agreed to progress.

353. **Friends of Priory Fields** 🖐

Cllr Bishop confirmed the finalization of the land purchase. Discussions took place about re-siting the fencing on the new land asap. The Clerk relayed an e-mail from a resident in Priors Field re access. Members agreed the proposal suggested by Hilary Brightman for the timing of works to the Arch ie. To commence Spring 2007, weather permitting. Clerk to reconfirm tender amount is valid until then. Grant application was agreed and to be signed at next meeting.

354. **Bicknacre & Woodham Ferrers Community Project** 🖐

Cllr Bishop gave an account of the meeting with Chris Robinson, ECC Highways. The Council to establish:

1. Ownership of the Bridleway in Jokers Lane, 2. Produce a detailed plan of entrance, line of road, materials etc. The Clerk gave a final reminder for the Discovery Day for 30<sup>th</sup> September 2007 and the childrens art competition would close end October.

355. **Football.** 🖐

Representative from Danbury Juniors could not attend so deferred.

356. **Christmas Lights** 🖐

The Clerk advised the costings of the purchase of adding lights to the tree in Bicknacre and members to agree the purchase which would be approx £172 plus an amount for inflation.

**Proposer: Cllr L. Carroll      Seconded: Cllr. J. Bishop**

The Clerk to also make enquiries in behalf of Woodham Ferrers Village Hall with a view to the Council contributing 50% to illuminate the hall. Clerk to write to both schools to ask for Carol Singing. Winner of the childrens competition to turn on the lights. Cllr Woricker requested enquiries to be made as to the weight of the lights on the tree. Clerk to ask Electrician and report at next meeting.

357. **Field Reports/General Village Reports/Village Hall Reports/Community Service Update**

**357.1 Priory Field.**

The Clerk reported on work done by the Grass Cutting Contractor/Parish Council Maintenance Contractor.

The Council agreed that the notice board on Priory Field was no longer necessary and a suggestion was made to eventually have a map of the fields in there.

CCTV – Phase 1 & 2 was completed – Cllr. Saltmarsh to meet with Priory Primary School Governors to discuss sharing costs.

**357.2 The Hooe**

The Clerk reported on work done by Parish Council Maintenance Contractor/Grass Cutting Contractor. Rospa – maintenance contractor had been given the list of jobs, some items waiting for delivery. Cllr Arnold updated on a residents problem. Mid week football was reported but no-one knew of who it was.

**357.3 Lodge Road**

The Clerk to report on work done by Parish Council Grass Cutting Contractor.

It had been reported the recently serviced machine was still not working. Clerk to contact Vitax.

**357.4 General Village/Village Hall Reports** 🖐

The cleaning of Bus Shelters was discussed. The Clerk raised the ongoing concerns of parking on the corner of The Grove. The Council agreed for the Clerk to ask Maintenance Contractor to quote for bollards to be sited there. Cllr Bishop

offered some assistance in supplying these and it was agreed they were to be installed asap once the quote had been received and agreed as public safety was a concern.

The new notice boards had been erected at Woodham Ferrers Village Hall and the general feeling was they looked impressive.

The Clerk/Cllr L. Carroll to pursue Woodham Ferrers Village Committee to meet with regards to possible office set up.

**357.5 Community Service Update**

Cllr. B Arnold gave an update.

**358. Quarterly Newsletter/In Touch/Web Site**

The newsletter continued to be well received and the Council decided not to continue for the time being duplicating in the In Touch Magazine.

**359. Parish Council Training/Other Training Opportunities**

Members considered training courses. The Clerk reported on her attendance at a recent Health & Safety course and would produce a priority list for Nov's meeting.

**360. Information**

Members to share any relevant information.

Parish Open Evening – Monday 31<sup>st</sup> October – details were given

Community Awards 2008 – Nomination – Cllr G. Woricker

Parish Clerk w/c 22<sup>nd</sup> October – filing archiving -

**361. Clerks Performance/Salary Review**

Following the Clerks Appraisal, it was agreed to move the Clerk to next Spinal Point and backdate to July (when appraisal was due) once the new salary scale was published.

Members noted the following dates (please also refer to Annual Calendar):

30 <sup>th</sup> September	Discovery Day @ Priory Fields
8 <sup>th</sup> October	Agenda closes for 16 <sup>th</sup> October
16 <sup>th</sup> October	Parish Council Planning Meeting – Bicknacre VH @ 7.30pm – Clerk not present – Cllr Bishop taking notes
29 <sup>th</sup> October	Agenda closes for 6 <sup>th</sup> November
6 <sup>th</sup> November	Parish Council Meeting – Bicknacre VH @ 8.00pm

FOPF meet 2<sup>nd</sup> Thursday of each month.

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Signed by the Chairman

Karen Kuderovitch  
Parish Clerk.  
06.10.07