



Woodham Ferrers & Bicknacre Parish Council



MINUTES of the Meeting of the Parish Council held on Tuesday 4th September 2007 at 20.00 at Woodham Ferrers Village Hall, Woodham Ferrers, Essex.

In Attendance:		
Cllr. B. Arnold (in the chair)	Cllr. R. Blanks (Vice Chairman)	Cllr C. Saltmarsh
Cllr. J. Saltmarsh	Cllr. A. Mair	Cllr. G. Woricker
Cllr. J. Smith	Cllr R. Poulter (CBC)	Clerk – Karen Kuderovitch

331. **New Councillor – Bicknacre Ward – Cllr. Jackie Smith**
Cllr. Smith signed the Declaration of Acceptance of Office and completed the Register of Interests. (new set to be sent to Monitoring Officer @ CBC).
332. **Declaration of Interests**
The Clerk offered members the opportunity to declare any personal/prejudicial interests and note them. None given.
333. **Apologies**
Cllr L. Carroll. Cllr J. Bishop.
334. **Minutes**
The Minutes of the Parish Council Meeting of 7th August 2007 were approved and signed.
Proposed: Cllr. A. Mair Seconded: Cllr. R. Blanks . All agreed.
On the motion of the Chairman the meeting was adjourned for 15 minutes for members of the public/press to address the Council. The Chairman announced the result of a recent complaint.
Neville Jessop – Manager of SWF Neighborhood Watch Scheme shared information with the Council. The Council to apply to residents to volunteer to commence a scheme in Woodham Ferrers & Bicknacre.
PCSO 71020 Mitchell from Essex Police gave an update on recent activities.
Alan Mair – observing.
335. **Accounts**
The Clerk advised that as Cllr. Bishop was not present the new signatory forms to be signed at next meeting. Overview of Internal Auditors comments has been reviewed with Cllr. J.Saltmarsh and minor actions needed. Petty Cash designated to Cllr. G.Woricker to draw when Clerk needs cash. Risk Management to be done for Nov/Dec. External Audit waiting to come back. No mileage & accommodation allowance for Clerk Jul/Aug– bring up to date in October meeting. £30K National Savings withdrawal now needs to be analysed and separated accordingly. 1st football invoices sent. The Clerk advised there was errors in the cheque number and gave a revised schedule.

Members to approve the following cheques for payment:

Cheque No.	Payment to	Amount £	£ VAT
104055	E.A.L.C. – Health & Safety Course – Cllr J. Saltmarsh	75.00	
104056	Glasdon UK Ltd – 2 x Noticeboards (1 for PC/1 for WFVH)	1162.49	
104057	W.F.V.H. Hire – 30 th July 2007	10.00	
104058	Integrated Security Technologies – Part 1 & 2	4797.64	714.54
104059	Derek Wybrow – The Hooe – BMX Ramp repairs (July)	140.00	

104060	Canon – Photocopying Charges	81.43	
104061	B.P. Armstrong – Ace Bins – The Swan Bus Shelter	12.00	
104062	Powergen – Lodge Road	25.70	1.22
104063	The Landscape Centre – Materials for BMX Ramp	41.06	6.12
104064	Derek Wybrow – The Hooe – BMX Ramp repairs (August)	140.00	
104065	Derek Wybrow – The Hooe – BMX Ramp	120.00	
104066	Derek Wybrow – The Hooe – BMX Ramp	80.00	
104067	R.C. Landforce – Greenkeeper – August	450.41	67.08
TOTAL		7135.73	788.96

Salaries:

Cheque No.	Payment to	Amount £
104068	Mrs K. Kuderovitch – August Salary	1,049.50
104069	Inland Revenue – August Tax & NIC	
104070	Mrs M. Webdale – Hooe	
104071	Mrs S. Marsh – Gatekeeper	

Income received since last PC Meeting:

Date	Payment from	Amount £
2 nd August 07	Withdrawal from NSI Post Office Savings Account	30,000.00
24 th August 07	Priory Sports 1 st Installment (2 Senior Teams)	253.33
TOTAL		30253.33

Balance of Barclays Community Account (as at 31 July 07)	£6,729.44
Balance of Barclays Bonus Account (as at 31 July 07)	£4,392.84
NSI Post Office Savings Account (as at 2 nd August 07)	£21,046.08

336. Planning.

Members considered the following applications and noted the tree preservation orders made:

Application No.	Details	Decision
07/01510/FUL	Wantz Stores, Main Road, Woodham Ferrers, Essex CM3 8RP Replacement of nissen type building with warehouse and offices together with parking	Supported (Clerk to request conditions to CBC)
07/0681/CLEUD (Certificate of Lawfulness)	Land adjacent Hillberry Leighams Road, Bicknacre, Essex CM3 8BT Use of land and building for the repair, hire, maintenance and storage of agricultural machines and construction plant	Supported
TREE PRESERVATION ORDERS		
07/05212/TPO	61 Peartree Lane, Bicknacre, Chelmsford, Essex T1 – Birch in front garden – reduce height, lightly prune, clean out dead wood, remove branches	Supported
07/05215/TPO	92 Brockenhurst Way, Bicknacre, Essex CM3 4XW T1 – Willow in rear garden of 92 on the boundary with The Brewers Arms – reduce to previous pruning points	Supported
TPO/2007/126	Land South of Priory Primary School, Bicknacre Road, Essex A report on the outcome of a recent site visit with CBC.	Cllr C. Saltmarsh gave update

337. **Friends of Priory Fields** 🙌

An update was given on the recent land purchase and the Chairman thanked all the people involved and special thanks to Cllr.J. Bishop and Peter Athey for their

outstanding efforts. Cllr. R. Poulter also congratulated all on the achievement. Clerk to check next FOPF meeting. Fencing was discussed. Insurance enquiries to be made by the Clerk and Bye Laws investigated. Two tenders were considered for works to Priory Arch (three invited) and a resolution was made to accept the quote for £12,184.00 and to instruct Bakers of Danbury.

Proposer: Cllr. J. Saltmarsh Seconder: Cllr. G. Woricker. All agreed.

338. **Rospa** 🖐️

The report was considered in detail and action points noted and agreed upon. The Hooe – list given to Clerk for repairs. New signs for tel numbers for play equipment. Lodge Road – playing fields sign needed to alert children playing and swing chains to be adjusted. Aerial runway seat ordered and baby seat.

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

The 30th September 'Discovery Day' was discussed. Council discussed access (referred to Cllr J. Bishops' e-mail) and enquiries to be made with ECC. A Parish Council stand at the Discovery Day would be arranged by the Clerk with various information available. All Councillors were encouraged to attend.

340. **Fixed Assets Register**

The register was reviewed with members and changes to be made by Clerk.

341. **Football.**

The nets which had gone missing at Priory Fields were discussed and the Council resolved to purchase a new set @ £71.68, but to also highlight that in future the cost would be charged to the teams and that they were to ensure they were locked away safely.

Proposer: Cllr. C. Saltmarsh Seconder: Cllr. A. Mair. All agreed.

A follow up meeting to be arranged with Danbury Juniors following letter from Ken Dobson. Clerk to investigate reported problem with white lining machine at Lodge Road.

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

342.1 Priory Field.

The Clerk reported on work done by the Grass Cutting Contractor/Parish Council Maintenance Contractor. A CCTV update was given by Cllr. C. Saltmarsh and some minor adjustments to be done.

342.2 The Hooe

The Clerk reported on work done by Parish Council Maintenance Contractor/Grass Cutting Contractor. BMX Ramp was discussed. A letter from a resident at 48 Brockenhurst Way was relayed. The Chairman to visit the property.

342.3 Lodge Road

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

342.4 General Village/Village Hall Reports 🖐️

Purchase of a Post Box on hold. The Council agreed to purchase a new litter bin for the new bus shelter in Woodham Ferrers outside Broadacres. 2 x new Notice boards arrived and waiting to be erected together at WfVH, invoice sent. Jill Oliver offered to commence a traffic group. Blood pressure van in Bicknacre on 29th Sept.

Proposed: Cllr. R. Blanks Seconded: Cllr G. Woricker. All Agreed

342.5 Community Service Update

Forthcoming projects to be considered and submitted and the Chairman to meet with the rep.

343. **September Newsletter**
The final draft was agreed and Clerk to send for printing and distribution asap. 🙌
344. **Parish Council Training/Other Training Opportunities**
Members considered training.
345. **Complaint** 🙌
The Council discussed and agreed on a final letter to be sent with reference to a recent complaint made from a resident in Woodham Ferrers. It was resolved that the letter would offer the complainant the relevant avenues to continue the complaint and would advise the Council would no longer correspond with the complainant on this matter.
Proposer: Cllr. C. Saltmarsh Second: Cllr. J. Saltmarsh. All agreed.
346. **Web Site** 🙌
The Clerk offered to take on board any further suggestions and agreed a live date for 30th Sept to coincide with Discovery Day. A disclaimer was to be checked into and local businesses to be invited to share links.
347. **Information**
Members shared any relevant information.
The Clerk advised that the advertisement of adoption of Model Code of Conduct 2007 appears 20th Sept in Essex Chronicle and payed for by CBC. Need for major filing/archiving week asap.
Cllr. J. Saltmarsh gave an overview of the Clerks Performance Appraisal and a recommendation for a salary increment to be agreed at October meeting.

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

24 th September	Agenda closes for 2 nd October
2 nd October	Parish Council Meeting – Bicknacre VH @ 8pm
8 th October	Agenda closes for 16 th October
16 th October	Parish Council Planning Meeting – Bicknacre VH @ 7.30pm

FOPF meet 2nd Thursday of each month.

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Karen Kuderovitch
Parish Clerk.
8.9.07