



**Woodham Ferrers &  
Bicknacre Parish Council**



**MINUTES** of the Meeting of the Parish Council held on Tuesday 6<sup>th</sup> November 2007 at 20.00 at Bicknacre Memorial Village Hall, Bicknacre, Essex.

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

362. **Declaration of Interests**  
None received.

363. **Apologies**  
Cllr J. Smith

364. The Minutes of the Parish Council Meeting of 2<sup>nd</sup> October 2007 were approved.  
**Proposed: Cllr L. Carroll    Seconded: Cllr G. Woricker**  
***On the motion of the Chairman the meeting was adjourned for 15 minutes for members of the public/press to address the Council.***  
Council addressed by :Darron Brown & Martin Lee of Danbury Juniors FC seeking permission for changing facilities and possible field usage (to be continued in Dec Meeting) & PC Simon Corker advised of recent Burglary in Bicknacre and the visit of the Mobile Safety Unit.

365. **Accounts**  
The Post Office Account Balance for was agreed resulting in the need for a transfer of £8454.65 from Barclays Community Account to Post Office Account. 🖱  
**Proposed: Cllr C. Saltmarsh    Seconded: Cllr J. Bishop**  
2<sup>nd</sup> Quarter Budget Review for 07/08 was agreed together with the 2008 – 2009 Precept Figure of £47288.00. Forms to be signed at Dec meeting. 🖱  
**Proposed: Cllr L. Carroll    Seconded: Cllr J. Bishop**  
The Chairman congratulated the Clerk on her CiCLA qualification and it was agreed the Clerk to increase to the next salary scale level automatically from Sept 2007. 🖱  
**Proposed: Cllr J. Saltmarsh    Seconded: Cllr C. Saltmarsh**  
The Clerk advised that the new NALC salary scale for 07/08 was still not published. The Clerk to prepare and submit a VAT refund claim. An emergency Petty Cash expenditure was reported by the Clerk for approx. £45 at Focus, Maldon for crates/stacking tower. Clerk confirmed Audit notification had been posted for 06/07.  
Lodge Road cleaner to be paid 6 weeks in Dec 2007.  
A revised cheque schedule was supplied to the signatories or adjustment in Minutes.

Members approved the following cheques for payment:

Cheque No.	Payment to	Amount £	VAT £
104095	Emergency Cheque raised 18 <sup>th</sup> October 2007 Voluntary Sector Training – Time Management – Clerk	30.00	
104096	Brook Bros – Timber for repair of BMX – The Hooe	572.71	85.30
104097	B.P. Armstrong – Ace Bins	12.00	
104098	Jaytrade Ltd – Cleaning Materials for Lodge Rd. Chang Rms	135.60	20.20
104099	Derek Wybrow – Maintenance – BMX Ramp – The Hooe	120.00	

104100	Derek Wybrow – Maintenance – BMX Ramp – The Hooe	45.00	
104101	Derek Wybrow – Disposal Timber – BMX Ramp – The Hooe	65.00	
104102	Vitax Limited – Topline for White Lining (8 PField, 4 LRd)	460.22	68.54
104103	Signtec Ltd – Parish Council Banners x 2	105.75	15.75
104104	Allianz Cornhill Insurance – Additions to Policy	159.32	27.88
104105	A to Z Supplies – Stationery	99.54	16.32
104106	Lubbock Fine – External Audit Year Ended March 2007	334.88	49.88
104107	B.M.V.H. Hire (£38.50 for 30 <sup>th</sup> Sept Discovery Day)	56.65	
104108	Bocking Brass Band – 30 <sup>th</sup> Sept Discovery Day	210.00	
104109	R.C. Landforce Ltd – Greenkeeper – October	450.41	67.08
104110	Horseshoe Nurseries Bicknacre – Christmas Lights - Bicknacre	172.34	25.67
104111	Mr D. Wybrow – BMX Ramp Maintenance The Hooe	650.00	
<b>TOTAL</b>		<b>£3679.42</b>	<b>£376.62</b>

Salaries:

Cheque No.	Payment to	Amount £
104112	Mrs K Kuderovitch - Clerk Oct 07 Salary	<b>£1134.76</b>
104113	Inland Revenue – Clerk Oct Tax & NIC	
104114	Mrs K. Kuderovitch – Mileage Oct	
104115	Mrs M. Webdale – The Hooe	
104116	Mrs S. Marsh – Lodge Road	

Income received since last PC Meeting:

Date	Payment from	Amount £
11 <sup>th</sup> October 07	Bicknacre FC – Pitch Fees 1 <sup>st</sup> Int 07/08	126.66
11 <sup>th</sup> October 07	Church & Hawes – Donation – Discovery Day	250.00
17 <sup>th</sup> October 07	Priory Sports – Pitch Fees 2 <sup>nd</sup> Inst 07/08	253.33
<b>TOTAL</b>		<b>£629.99</b>

Balance of Barclays Community Account (as at 28 Sep 07)	£30,225.35
Balance of Barclays Bonus Account (as at 28 Sep 07)	£4442.84
NSI Post Office Savings Account (as at 2 <sup>nd</sup> August 07)	£21,046.08

366. Planning (full update to be given at Planning Meeting on 20<sup>th</sup> November 2007)

Members considered the following applications:

Application No.	Details	Cllr. to report
07/01317/FUL	<b>Brookfield, Main Road, Bicknacre, Essex</b> Two storey side extension	<b>No Objection</b> Questioned Size Comments submitted 16 <sup>th</sup> October 2007
07/01964/FUL	<b>Land South of Bicknacre Priory Ruins, Priors Field, Bicknacre, Essex</b> Change of use of land from agricultural to private recreational use.	Council believes this land is part of the Priory Arch field( ancient monument) Clerk to contact English Heritage
07/01654/FUL	<b>24 New England Close, Bicknacre, Essex</b> Front & side ground floor extension to extend the kitchen and relocate garage	<b>Supported</b> (to note comments re Bridleway/roof soak away)
07/01865/FUL	<b>1 White Elm Cottage, White Elm Road, Bicknacre, Essex</b> Part single, part two storey rear extension	<b>Supported</b>
07/01928/FUL	<b>1 Five Acres, Bicknacre, Essex</b> Two Storey rear extension and single storey front extension	<b>Supported</b> (letter read &

	Comments from resident were read out by Clerk.	acknowledged)
07/01965/FUL	<b>Swallows Hall, The Street, Woodham Ferrers, Essex</b> Single storey extension	<b>Supported</b>
07/01888/FUL	<b>5 White Elm Road, Bicknacre, Essex</b> Two storey side extension and internal alterations	<b>Supported</b> (Note of a rear extension)
07/02027/FUL	<b>47 Lyndhurst Drive, Bicknacre, Essex</b> Proposed two storey rear/side extension	<b>Supported</b>
	<b>CONFIRMED TREE PRESERVATION ORDERS</b>	
	2007/126 – Land South of Priory School, Bicknacre 2007/104 - 6 Alderbury Lea, Bicknacre, Essex 2007/105 - 10-26 Alderbury Lea, Bicknacre, Essex 2007/106 - 5 Deerhurst Chase, Bicknacre, Essex 2007/107 – 1 Deerhurst Chase, Bicknacre, Essex 2007/108 - 2 Brockenhurst Way, Bicknacre, Essex 2007/109 – 29 Deerhurst Chase – Bicknacre, Essex 2007/110 - 16-22 Brockenhurst Way, Essex 2007/111 - 8-46 Brockenhurst Way, Essex 2007/112 – 40-46 Brockenhurst Way, Essex 2007/113 - 52 Brockenhurst Way, Essex 2007/114 – 54 Brockenhurst Way, Essex 2007/115 - 90-96 Brockenhurst Way, Essex	

367.

**Agendas**

The Clerk advised that the course marker considered the Information Section as a potential danger of discussing or deciding on topics not on agenda. Therefore the Clerk has decided to omit this section and topics for addition to Agendas to be received by her the Wed latest before the forthcoming meeting.

368.

**Cllr. Richard Poulter – CBC Update/Affordable Housing/Post Office Closures**

Members considered the documents supplied and the Clerk to contact rep @ Affordable Housing to present to Council.

An update was given on Gypsy/Traveler sites together with a request by a resident for a bus shelter in the vicinity of Cottages. Cllr. Poulter urged the Council to oppose the Post Office Closures and informed that he would be making representations as well.

It was also reported that Cllr R. Poulter & Cllr. Mike Harris met with Norman Hume to discuss traffic calming. Traffic lights on the bend in Woodham Ferrers was suggested – to be further reported in due course.

369.

**Parish Council Office – Proposal** 🖐️

It was reported that the proposed office had been inspected by Clerk & 2 Cllrs and was suitable in size. Estimated costs were not available at this stage. Storage of records was discussed and to be agreed in Dec. To be added to Dec agenda.

370.

**Friends of Priory Fields** 🖐️

An update was given on recent activities including moving and replanting of tree and fences. Members agreed an expenditure of £158 on trees to be purchased from Horseshoe Nurseries for the field following a successful grant application to CBC for recovery of 75% of the costs.

**Proposed: Cllr J. Bishop    Seconded: Cllr A. Mair**

371.

**Bicknacre Community Project** 🖐️

An update was given on the progress of the group and the AGM date was advised as Wed 28<sup>th</sup> Nov 07 @ Jesters Community Club.

372.

**Football.** 🖐️

A decision on application from Danbury Juniors for siting of changing rooms at Priory Field was agreed.

**Proposed: Cllr J. Bishop    Seconded: Cllr C. Saltmarsh**

373. **Christmas Lights** 🖐️  
 A quote of from PJ Property & Electrical Services for £240 for erection was agreed. The date for lighting up Bicknacre Wed 5<sup>th</sup> Dec 2007.  
**Proposed: Cllr J. Saltmarsh Secoded: Cllr G. Woricker**
- An expenditure of 50% of costs for Woodham Ferrers Village Hall to be agreed @ approx £110.00 🖐️  
**Proposed: Cllr J. Saltmarsh Secoded: Cllr G. Woricker**
- The Chairman reviewed the agenda items left @ 10pm and was confident of a 10.30pm finish time.**
374. **Field Reports/General Village Reports/Village Hall Reports/Community Service Update**
- 374.1 Priory Field.**  
 The Clerk reported on work done by the Grass Cutting Contractor. Cllr J. Bishop explained a draft letter to accept the £15K grant and gave an outline of planned maintenance works to the Arch. English Heritage to accept Hillary Brightman as supervisor.  
**Proposed: Cllr J. Saltmarsh Secoded: Cllr A. Mair**
- 374.2 The Hooe**  
 The Clerk reported on work done by Parish Council Maintenance Contractor/Grass Cutting Contractor. The BMX ramp had been repaired again and the Clerk advised there is rotting wood underneath and the Council needs to consider carefully spending any more money on this.
- 374.3 Lodge Road**  
 The Clerk to report on work done by Parish Council Grass Cutting Contractor. The White Lining Machine at Lodge Road was being investigated as not working. It was resolved the alternative substance being used by a club conformed with regulations.
- 374.4 General Village/Village Hall Reports** 🖐️  
 Members to agree the purchase of a notice board for St Marys Church at a cost of £432 🖐️  
**Proposed: Cllr L. Carroll Secoded: Cllr J. Saltmarsh**
- Clerk reminded Councillors of Remembrance Sunday Service. A letter to Highways re exit of Crows Lane was agreed together with a letter re the exit at The Street.
- 374.5 Community Service Update**  
 Cllr J. Saltmarsh reported the group had done a very good job on painting the Bicknacre Memorial Village Hall.
375. **Parish Council Newsletter**  
 The Council discussed briefly ideas for a monthly magazine but costs were not available. The December newsletter was confirmed as being distributed weekend of 1<sup>st</sup> December 2007.
376. **Parish Council Training/Other Training Opportunities/Quality Status**  
 The Clerk advised the Council that she has passed the Certification in Local Council Admin Course with distinction.  
 Parish Council Forum date = 5<sup>th</sup> Dec 07.
377. **Complaint**  
 The Clerk informed the Council about a complaint received by telephone, documentation supplied and status.

Members noted the following dates (please also refer to Annual Calendar):  
Annual Calendar for 2008 to be agreed at December 07 meeting.

11 <sup>th</sup> Nov	Remembrance Sunday Service @ St Marys Church
14 <sup>th</sup> Nov Agenda closes	20 <sup>th</sup> Nov – Planning Meeting @ 7.30pm BMVH
28 <sup>th</sup> Nov Agenda closes	4 <sup>th</sup> December - Parish Council Meeting @ 8pm BMVH
12 <sup>th</sup> Nov Agenda closes	18 <sup>th</sup> December – Planning Meeting @ BMVH
2 <sup>nd</sup> Jan 08 Agenda closes	8 <sup>th</sup> January – Parish Council Meeting @ 8pm BMVH

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

Meeting closed @ 10.28pm.

.....

Karen Kuderovitch  
Parish Clerk.  
1.11.07