



**Woodham Ferrers &  
Bicknacre Parish Council**



**MINUTES** of the meeting of the Parish Council Planning Committee held on Tuesday 8<sup>th</sup> May 2007 at 20.00 at Woodham Ferrers Village Hall, Woodham Ferrers, Essex.

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

Note: The Chairman offered his congratulations to all Councillors in recent Election.

**266. Declaration of Interests**

The Clerk offered members the opportunity to declare any personal/prejudicial interests and note them.

***Cllr A. Mair declared a prejudicial interest under Item 272. Planning, 06/01654/FUL.***

**267. Apologies**

Cllr. R. Poulter, CBC

**268. Minutes**

The Minutes of the joint Parish Council Meetings of 6<sup>th</sup> March 2007 and 3<sup>rd</sup> April 2007 were approved.

***Proposed: Cllr. C. Saltmarsh    Seconded: Cllr. J. Saltmarsh .    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. No members of the Public were present.***

**269. Election of Chairman** 🗳️

The current Chairman, Cllr. B Arnold stood for the position again and was successful.

**Proposed: Cllr. R. Blanks    Seconded: Cllr. J. Saltmarsh.**

Cllr. B. Arnold then signed the Declaration of Office.

**270. Election of Vice Chairman/Parish Council Representatives** 🗳️

Cllr. C. Saltmarsh and Cllr. R. Blanks stood for the position of Vice Chairman. A vote was taken and Cllr. R. Blanks was successful and signed the Declaration of Office along with the remaining Councilors. The current Parish Council Representatives list was reviewed and changes made.

**271. Accounts**

The 4<sup>th</sup> Quarter Budget figures were reviewed and agreed 🗳️

The Clerk reported a claim of an unpaid cheque from Mr P Evans but had made enquiries and supplied the claimant with the necessary proof that it had been paid. A meeting with the Internal Auditor had been arranged to start the end of year accounts and online filing was to be done via the HMRC web site. There was a late cheque added for signature, previously agreed by the Chairman = cheque no 103981, £60 to Mr A.L. Manthorpe. The Clerk to arrange forms for changing the signatories on the bank accounts.

**Proposed: Cllr. J. Saltmarsh    Seconded: Cllr. J. Bishop.    All agreed.** 🗳️

Members approved the following cheques for payment:

Cheque No.	Payment to	Amount £	VAT £
103961	Mr D. Wybrow – Maintenance Contractor – Village Green Bench	85.00	
103962	Mr D. Wybrow – Maintenance Contractor – Michael Turner Bench	70.00	
103963	Mr D. Wybrow – Maintenance Contractor – The Hooe BMX	225.00	
103964	R.C. Landforce – Greenkeeper -	450.41	67.08
103965	Allianz Cornhill – Annual Insurance Premium	2,254.45	
103966	Chelmsford Borough Council – Lease The Hooe	10.00	
103967	Glasdon UK Ltd – 2 Dog Waste Bins -	159.15	23.70
103968	Campaign to Protect Rural England – Annual Subs	27.00	
103969	BT – Parish Council Mobiles x 2	12.02	1.79
103970	Woodham Ferrers Village Hall (9 PC meetings)	90.00	
103971	Mr D. Wybrow – Maintenance Contractor – Lodge Road/The Hooe	65.00	
103972	B P Armstrong – Ace Bins – Bus Shelter – Bicknacre x 2	24.00	
103973	Bicknacre Memorial Village Hall – Room Hire	17.50	
103974	Mrs K Kuderovitch – Petty Cash Account	150.00	
<b>Transfer</b>	Debit from Barclays Community Account /Credit to Barclays Business Bonus	25.00	
<b>Direct Debit 3/4/07</b>	Paid to GE Capital Finance for Parish Council Photocopier Quarterly installment	87.77	
<b>TOTAL</b>		<b>3752.30</b>	

Salaries:

Cheque No.	Payment to	Amount £
103975	Mrs K. Kuderovitch – Mileage April	1292.82 (amended)
103976	Mrs K. Kuderovitch – April Salary	
103977	Inland Revenue – April Tax & NIC	
103978	Mrs M. Webdale – Hooe	
103979	Mrs F.M. Barber – Cleaning	
103980	Mrs S. Marsh – Gatekeeper	
103981	Mr A.L. Manthorpe – Litter Picking – W Ferrers	

Income received since last PC Meeting:

Date	Payment from	Amount
18 <sup>th</sup> April	CBC – Annual Precept 1 <sup>st</sup> Instalment	£21,799.00
2 <sup>nd</sup> May	Danbury Mission – Summer Football Hire Priory Fields	£50.00
<b>TOTAL</b>		<b>£21,849.00</b>

Balance of Barclays Business Bonus Account  
 Post Office Savings Account  
**(Taken from statement dated 30<sup>th</sup> April 2007)**

£4,342.84  
 £49,281.35

## 272. Planning.

Members considered the following applications:

Application No.	Details	Decision
07/00744/FUL	<b>39 Hill View, Bicknacre, Essex</b> Retention of rear covered patio area.	<b>Supported</b>
07/00622/FUL	<b>Red Cedars, Moor Hall Lane, Bicknacre, Essex</b> Car port and bay window	<b>Supported</b>
07/00754/FUL	<b>9 White Elm Road, Bicknacre, Essex</b>	<b>Supported</b>

	First floor rear extension to enlarge bedroom and internal alternations to remaining bedroom.	<b>(to inform no mention on front porch</b>
06/01654/FUL	<b>Builders Yard Adjacent Deers Haunt, Bicknacre Road, Danbury</b> Notification of Appeal	<b>Response to Planning Inspectorate by 14<sup>th</sup> May – repeat of previous objections</b>

273. **Annual Parish Meeting**  
The meeting was discussed and a date for 2008 agreed as Friday 2<sup>nd</sup> May at Woodham Ferrers Village Hall. Minutes to be prepared for agreement at next meeting and thank you letters to be sent.
274. **Parish Council Standing Orders** 🖱️  
The Financial Standing Orders were reviewed and the Council Standing Orders to be ready for review and final agreement of both at the June meeting.
275. **Friends of Priory Fields**  
The Clerk had informed the Council about contact from Paul Skeet @ Hillary Brightmans Office re: access to the Arch. A letter to Mr Tony Chambers was agreed and the Clerk to inform Cllr Bishop once it was sent so he could follow up.
276. **Bicknacre Community Project**  
Cllr J. Bishop have an update on the progress of the group, including the recent application to the Big Lottery Fund. Cllr Bishop also made the Council aware of the concerns about the cost of the project at the last B&WF Community Project Meeting. Cllr J. Saltmarsh agreed with these concerns. Cllr. Poulter was requested to contact David Green for a response on the Planning Application fees.
277. **Priory Primary School Car Park**  
Cllr. J. Saltmarsh and Cllr. C. Saltmarsh gave details of their recent meeting with Miss R. Plunkett to discuss option to try and make the car park area safe. Due to the unacceptable parking behavior being experienced many options were discussed as to how to alleviate the problem. A meeting with the Governors and the Parish Council was suggested together with consultation with the local police. The Parish Council may consider exercising their right to close the car park to the general public with access given to certain groups.  
The Clerk to ask the school for their Risk Assessment for the Car Park.
278. **Football.**  
Cllr Bishop updated the Council on ongoing discussion with a local club and small changing facilities were discussed at Priory Field. A letter to be sent to Planning Officer @ CBC.  
It was agreed that the Clerk would set a white lining machine training session and all clubs would be requested to send 3 reps who would be named on the contract annually and the football rules amended to reflect this.
279. **Annual Report**  
The content, compilation and distribution of the report to be agreed.  
It was agreed to seek someone local to deliver the Annual Report. The Clerk to start compilation with and end of June target for distribution.
280. **Field Reports/General Village Reports/Village Hall Reports/Community Service Update**
- 280.1 Priory Field.**  
The Greenkeeper had started seeding the goal mouths.

**280.2 The Hooe**

Cllr. C. Saltmarsh gave information on CCTV and the options were discussed and Cllr Saltmarsh would talk with Priory School. The BMX Ramp was discussed and the Clerk to ask the Maintenance Contractor for quotes for repair. The toddler swing part to be ordered.

**280.3 Lodge Road**

The Clerk confirmed the £100 offered had been accepted by CBC for preparation of the lease and it was hoped to be finalised soon.

**280.4 General Village/Village Hall Reports**

New bus shelters and cleaning arrangements were reviewed and agreed. Clerk to write to an employee informing that cleaning was no longer needed in Woodham Ferrers. The Constitution of the Woodham Ferrers Village Hall Committee was reviewed and comments on addition noted and to be passed back by the Clerk. The purchase of magazine racks for minutes to be located in 3 Public Houses was agreed at an approx cost of £45 each. 🙌

**Proposed – Cllr. L. Carroll Seconded – Cllr J. Bishop**

The Chairman and Clerk have details of their visit to St. Marys School and the presentation of prizes following the recent competition.

**280.5 Community Service Update**

A request was made to have the Priory Field Car Park swept and cleaned regularly and facilities for the workers discussed.

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

Members considered training opportunities.

282. **Information**

Cllr J. Bishop informed the Council of his forthcoming holidays.

Cllr G. Woricker asked the Clerk to contact Greenkeeper re hedges on Woodham Hall and to report holes in the road to Hollands Farm.

The Clerk informed the Council about Transport Info Day on 19<sup>th</sup> June 2007. The Clerk informed the Council of her vacation 21<sup>st</sup> /22<sup>nd</sup>/25<sup>th</sup>/26<sup>th</sup> June 2007.

The Clerk also informed the Council of the Police Community Surgery session on 17<sup>th</sup> May 2007.

Members were reminded to refer to the Parish Council Annual Calendar.  
FOPF meet 2<sup>nd</sup> Thursday of each month.

Meeting closed at 10.40pm

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Karen Kuderovitch  
Parish Clerk.16.5.07