





that it had been returned, signed off and minor comments relating to Risk Assessment (Clerk confirmed already had been addressed) and ownership of the Woodham Ferrers and the Bicknacre Village Halls. The Clerk advised the notice for inspection would be posted on Monday 9<sup>th</sup> November 09.

Members debated and failed to agree the Precept Figure for the Financial Year 2010/2011 with concerns being raised by members, in particular Cllr C. Saltmarsh, over the recommended increase by the Responsible Financial Officer. The RFO advised that the figures had been studied in great detail and it was already a tight budget. Suggestions were made (amongst others) to remove grants to community organisations; reduce the Training budget; and reduce the rate of inflation. The Clerk advised the Council of her concerns of trying to cut the budget resulting in charges not being able to be met and reminded Council that the Financial Year 09/10 was very tight (having the Project Support Grant removed by CBC) and the Clerk suspected this money would not be available in 2010/11 as well. As the paper had been presented that evening the Council resolved to a) defer the decision to the Dec Meeting or b) if CBC asked for the figure by the end of Nov an Extraordinary Meeting be called.

The Clerk advised a new list of organisations willing to accept BACS payments would be presented in December. The Clerk then brought attention to bank transfers and advised Council of an extra cheque being 104633 for £355.04 for Inland Revenue. The Clerk advised of her intention to undertake the 3<sup>rd</sup> Q Budget Review in January 2010. The Clerk advised that Barclays Bank had again made an error in attempting to change a signatory despite the Chairman, Clerk and Cllr. Mair attending a meeting at the bank. A suggestion was made to move the branch to Danbury. The Clerk would make further enquiries. Members approved the following cheques for payment:

**Income Received since last PC Meeting:**

Cheque No.	Payment to:	Amount £	VAT £
104624	Littlethorpe of Leicester – Waste Bin for Brewers Arm, Bicknacre	21815.50	2845.50
104625	Littlethorpe of Leicester – 2 x bus shelters (Ormonds Crescent, WF)	483.00	63.00
104626	Petty Cash – to be drawn by Cllr. Woricker	100.00	
104627	Mr A. Kerrigan – Risk Assessment Survey/Safe Systems of Work	200.00	
D/D	GE Capital Finance – Canon Photocopier ¼ Lease	659.08	tbc
D/D	BT – Mobile Phone 19.10.09 –	24.47	3.19
BACS	Bicknacre Memorial Village Hall – Rental Fees (2 x invoices) 6.10.09	160.80	
BACS	Essex Lights Mr P Kuderovitch – Maintenance @ The Hooe/L Rd/ Main Rd 8.10.09	443.44	39.00
BACS	RC Landforce Ltd – Greenkeeper for October	462.88	60.38
		<b>24349.17</b>	<b>tbc</b>

**Salaries October:**

Cheque No.	Payment to	Amount £
BACS	Mrs K Kuderovitch – October 2009 Salary	<b>£1644.60</b>
BACS	Mrs K. Kuderovitch – Mileage for October 2009	
BACS	Mrs M. Webdale – The Hooe - October	
BACS	Mrs N. Ovel – Lodge Road October	
104628	Mrs S. Marsh – Gatekeeper – Lodge Road - October	
104629	Mr A Ryce – September Newsletter – Bicknacre	
104630	Mr C. Cornell – September Newsletter – Bicknacre	
104631	Miss L. Arnold – September Newsletter – Bicknacre	

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104632	Mrs K Kuderovitch (Master T. Kuderovitch) – September Newsletter - Bicknacre	
104633	Inland Revenue – Clerks Tax & NIC October	

Date	Balance of all accounts held	Amount £
31/08/09	Barclays Community Account	13685.44
31/08/09	Barclays Bonus Account	26472.46

**Income**

7/10/09 Danbury Juniors – Pitch Fees 09/10 (incl new field) £611.00

**Transfers**

1/10/09 Community A/C to Barclays Bonus A/C £25.00  
 1/10/09 Youth Council Grant- Community to Business Bonus A/C £5516.23  
 6/10/09 ECC Bus Shelter Grant – Community Business Bonus A/C £4900.00  
 20/10/09 Business Bonus to Community A/C (Bus Shelter Grant) £21,815.50  
 20/10/09 Community A/C to Business Bonus(VAT Refund 26 June 09) £7,616.99

09/97. a) Planning

Application No	Details	Cllr. to report
09/01296/ 01297/FUL	<b>Woodham Lodge Farm, Lodge Road, Bicknacre, CM3 4HG</b> Conversion of barns to three dwellings & construction of a cartlodge Comments: Supported with comments re timbers/woodworm/fire safety issues.	Comments submitted 21/10 Cllr. Mair repeated his observations Cllr. Woricker made a comment that Cllr J. Saltmarsh advised was not relevant to Planning

09/98.	<b>Richard Poulter, CBC</b> Cllr. Poulter updated the Council that the appeal against the decision on the Planning Application for Kent House, Main Road, Bicknacre had been rejected.
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09/99.	<p><b>Friends of Priory Fields</b></p> <p>An update was given by Cllr. Woricker and some handouts on the recent Archaeological Survey at the Priory Arch. The Chairman advised the Council had sent off plans and despite two chasing e-mails, were still awaiting a response from the Solicitors. The Clerk informed the Council that FOPF had indicated they may be willing to share the costs of a new metal gate to stop access problems and the cost would be £203 &amp; VAT. The Clerk to relay this figure to FOPF.</p> <p>The erection of a warning sign at the fields was discussed, together with a letter from FOPF. In summary:</p> <p>The Fields Officers took the decision on the day with Rospa to have Priory Fields checked as well as the Parish Council own these. There was no intention to exclude FOPF just human error. The Clerk advised this was on the whole a good decision as any playing fields owned by the Parish Council should be assessed. The Rospa report indicated a sign should be erected and this is what The Clerk instructed to be done. The Clerk stated it was unfair for a member of FOPF to contact the Chairman direct and on a day the Parish Council office was closed to enquire as to the sign, suggesting the matter should have waited until the Parish Council Office was open. Cllr. Woricker highlighted the stream was already on the Priory Fields board. The Clerk reported what the Health &amp; Safety Officers advice on the matter, which was:</p> <p>If ROSPA highlighted the danger of water then it would be prudent to sign the stream as a hazard to prevent any mishaps. What would the opinion of the HSE and the Insurance company if an incident occurred after the signs have been removed? Does it matter who addresses H&amp;S issues as long as the common good is in mind? Children do not read signs and notice boards, as well as many adults, so any sign bringing attention to water is a good step for prevention of a possible tragedy.</p> <p>There are many cases all over the UK where children drown in just a few inches of water. This danger must not be ignored; it is in the common good to bring the danger to everyone's notice.</p>
09/99. (contd.)	<p>The complaint in reference to an e-mail sent from Cllr .Wilkin was also discussed and the Chairman stated these were individual views of Cllr. Wilkin and not the Council as a whole. The Clerk stated that she had previously suggested an e-mail policy/guidelines, which the Council may like to consider in view of this incident. The Chairman stated no Councillor should contact outside organisations with a view before consulting at a Council Meeting beforehand and any response should go through The Clerk. A vote was taken to re-erect the sign (Cllrs. J. &amp; C. Saltmarsh not in agreement) as the sign had no Parish Council crest which the Clerk advised was done to save money).</p> <p>It was resolved a return letter would be sent to FOPF with an explanation. The Clerk advised Cllr. Poulter had offered to attend a meeting, but the Council felt that the situation had been overreacted to and the meeting was not necessary.</p>
09/100.	<p><b>Land Registry</b></p> <p>The Clerk reported that the first exercise was successful (land at Woodham Ferrers Village Hall) and that the correct address had been registered for the land adjacent to Bicknacre Village Hall and that the registration exercise would be ongoing.</p>
09/101.	<p><b>Traffic Calming</b></p> <p>The Clerk gave an update from Norman Robinson which had been asked for since the last update at the beginning of October. A start date was given as 30<sup>th</sup> November but the Council felt not much progress had been made in a month and the Chairman would call Norman to discuss the following day.</p>
09/102.	<p><b>Priory Acres</b></p> <p>The Chairman reported the bank account had been formed and charitable status applied for.</p>

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09/103	<p><b>Bus Shelters</b>  </p> <p>The site opposite the Brewers Arms was discussed. The Clerk advised that although originally it was desired to place a shelter extended by 1 metre, but for reasons unknown the base was set for a smaller size. The Clerk advised a decision was taken in March 2009 for the shelter and the expenditure. The Clerk also advised that she had attempted to gain more funding from ECC but it had been confirmed no more was available in this financial year and considering the amount the Parish Council received it would be unlikely we would receive any more. The Clerk stated she was aware Cllr. Mair was not in agreement and she offered to him to make his comments. Cllr. Mair expressed concerns for the children's safety at the bus stop in the mornings and suggested the Council wait until the following year to see if more funding was available. The Clerk responded the decision had already been made. The Chairman gave an opinion that the Council should look at all users of the bus stop and that it would be beneficial for many people to get a shelter at this location as soon as possible (as the weather was changing). Cllr. Mair initially stated that if the Council did not decide to wait then he would stand down as deputy bus shelter officer. The Chairman asked for a vote to be taken and Cllr. Mair voted against but the remaining Council voted for the shelter being installed. The Clerk requested Cllr. Mair make it clear if he intended to stand down, the Chairman asked him not to as he had been such an asset in this area and The Clerk accepted it as he would continue in the role.</p>
09/104.	<p><b>Risk Assessment/CRB Checks</b>  </p> <p>The report completed by Mr A. Kerrigan was deferred so Council could study in more detail. The Clerk reported that CBC had offered to assist in having all Council CRB checked. The Clerk addressed Cllr. Woricker and asked, in due course, for his details (including date of birth). Cllr. Woricker responded "we will talk about that later". The Clerk advised that the item was on the agenda and should be discussed at this stage and this was supported by Cllr. C. Saltmarsh. Cllr. J. Saltmarsh suggested to the Clerk Cllr. Woricker did not want to give a d.o.b. in public, but The Clerk responded she was not asking for the information immediately. Cllr. Woricker questioned why Councillors needed to CRB checked and Cllr. Mair gave a detailed explanation about the reasons for the need. The Clerk stated it was a recommendation of Mr. Kerrigans report also. The Clerk stated she awaited Cllr. Worickers and Cllr. Blanks details in due course.</p>
09/105	<p><b>Bye Laws</b> </p> <p>An addition to was agreed for the land at Westerings, Bicknacre by all Members.</p>
09/106.	<p><b>Village Design Statement</b>  </p> <p>Following presentation made in July, members discussed and agreed (all in favour) to proceed with the next steps. Cllr. Mair asked if grants were available and suggested the cost maybe split over two financial years. The Clerk to make further enquiries.</p>
09/107.	<p><b>Football</b></p> <p>The Chairman had invited the persons involved in the incident at Lodge Road to return. They were not present, therefore the Council hoped all had been resolved. The Clerk to check with the parties involved. The Chairman and Clerk had not managed to meet due to both being on holiday to make an amendment to the rules.</p>

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09/108.	<p><b>General Village Reports/Correspondence (to include Field Reports - Priory/Hoee/Lodge Road &amp; Village Hall) Reps to report any incidents or problems.</b> 📱🔥</p> <p>The Clerk advised there was no report from Mr R. Cooper.</p> <p>The Clerk explained issues with persons placing dog mess in a litter bin in Woodham Ferrers. The bin was now full and needed attending to. It was resolved to remove the bin temporarily and make enquiries with CBC to see if they would collect on their rounds. The Chairman asked Cllrs. C &amp; J Saltmarsh if they would attend Remembrance Sunday Service on behalf of the Parish Council and they responded they would be pleased to if no-one else wished to take the role. The Clerk confirmed the wreath had been ordered.</p> <p>The Clerk reported she had 2 applications to go on the Parish Council Contractor list and she was in the process of compiling a list of requirements with the help of the H&amp;S Officer.</p> <p>The Clerk confirmed the football goal had been removed at Westerings.</p> <p>The Clerk invited Members to attend a Parish Council Meeting @ CBC on 17<sup>th</sup> November – Cllrs. Mair/C. Saltmarsh/Cottee accepted.</p>
09/109.	<p><b>Training</b></p> <p>A Training Program of Intent was deferred so that Council could study in more detail. The Clerk would add to December agreement.</p>
09/110.	<p><b>Rural Housing</b></p> <p>No update – Hastoe contact on holiday until 10<sup>th</sup> November, Clerk would chase then.</p>
09/111.	<p><b>Christmas 2009</b> 📱🔥</p> <p>Cllr. Wilkin left the room at this stage.</p> <p>Council agreed to supply refreshments in the same format for the two events in Bicknacre and Woodham Ferrers. Council decided a light up date of 1<sup>st</sup> December. It was debated and decided not to ask the shops for any contribution towards the display. The Chairman confirmed that Horseshoe Nurseries would provide the displays again. The Clerk gave details of a meter that could be purchased to monitor the electricity used at an approx cost of £45. The Clerk also submitted Essex Lights estimate (held at the same price as 2008) of £240 for erecting the displays and taking them down. Both quotes were accepted.</p> <p><b>Proposed: Cllr. A. Mair</b> <b>Seconded: Cllr. C. Saltmarsh</b></p> <p>The Clerk reminded Council that historically a Competition for the local schools had been arranged at Christmas. The Clerk suggested that the competition be deferred to the new Financial Year and an Easter Competition was suggested instead.</p>
09/112.	<p><b>Emergency Planning</b></p> <p>The Chairman, Clerk and Cllr. Mair gave feedback from a session attended at CBC and agree plans for Woodham Ferrers &amp; Bicknacre. An article would be submitted via the Parish Council magazine as volunteers would be required. It was suggested Neighbourhood Watch may wish to be involved. The Clerk to bring back in January 2010.</p>
09/113.	<p><b>New Recycling Initiative</b></p> <p>Cllr. Mair gave details of his continuing investigations into providing battery recycling. The Clerk asked if there were any costs involved and Cllr. Mair responded there were none.</p>
09/114.	<p><b>Staff</b></p> <p>At this stage the Public Members present were asked to leave as staff were being discussed at the matter was of a confidential nature. The Clerk also left the room.</p> <p>Members discussed agreed on Christmas Bonus for staff for December 2009.</p> <p>The Clerk returned.</p>

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Meeting closed at 10.20pm

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

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K. Kuderovitch  
21.10.09

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