



# WOODHAM FERRERS AND BICKNACRE PARISH COUNCIL

## A QUALITY COUNCIL



MINUTES of the PARISH COUNCIL MEETING held on  
Tuesday 1<sup>st</sup> June 2010 at 19.30 at Bicknacre Memorial Village Hall, Bicknacre, Essex



= Expenditure decision



= A resolution made

In Attendance:		
Cllr. B. Arnold (in the chair) Cllr. A. Mair Cllr G. Woricker Cllr. M. Cottee	Cllr. L. Brett (Vice Chairman) Cllr. C. Saltmarsh Cllr. Wilkin	Cllr. J. Saltmarsh Cllr. R. Poulter Clerk of the Council

59/10.	<p><b>Declaration of Interests</b> The Clerk offered members the opportunity to declare any personal/prejudicial interests and note them. None were declared.</p>
60/10.	<p><b>Apologies</b> None received.</p>
61/10.	<p><b>Minutes</b> </p> <p>The Minutes of the Annual Parish Council Meeting of 4<sup>th</sup> May 2010 were reviewed and agreed. (Cllr C. Saltmarsh made reference to errors in representatives and the Clerk agreed to amend). <b>Proposed: Cllr L. Brett</b> <span style="float: right;"><b>Seconded: Cllr J. Saltmarsh.</b></span> <b>On the motion of the Chairman the meeting was adjourned for 15 minutes for members of the public/press to address the Council.</b> <i>A resident addressed the Council and made comments re speeding and driver behavior. The Chairman suggested the resident join the TAC. The resident also talked of the Hooe and dogs around the play equipment and Priory Fields. The resident was also offered an appointment with the Clerk to discuss in more detail which he accepted.</i> <i>A resident posed a question in reference to the Priory Acres March Newsletter input and asked why Woodham Ferrers were omitted and made the claim "it is taxpayers money funding the project". Cllr Brett reminded the resident the Parish Council had detached themselves from the group some time ago and The Clerk informed the resident the Parish Council took the decision to no longer financially support the group approx a year ago and suggested she contact the Chairman of Priory acres for further information.</i> <i>A FoPF rep read a statement on behalf of the FoPF group which referred to their Constitution; the EGM for Thursday 3<sup>rd</sup> June; agreement needed by Heritage Lottery Fund. It was claimed they still had no answers to questions posed to the Parish Council and stated, in their view, the only viable way to proceed at this stage was to put the land into trust. Reference was also made to legal advice received being flawed. The rep was thanked by the Chairman for his statement.</i></p>
62/10.	<p><b>Friends of Priory Fields</b> </p> <p>The Clerk took the opportunity whilst the FoPF members were present to explain that despite 2e-mails and phone calls, RoSPA had made an admin error and Woodham Ferrers &amp; Bicknacre Parish Council had been omitted from the list. The Clerk had been offered an appointment for the following day by the local area inspector, which she advised would more than likely be unacceptable. The Clerk to formally complain.</p> <p>The Chairman reported on the meeting held with FoPF on 25<sup>th</sup> May 2010. A letter received on 25<sup>th</sup> May 2010 dated 17<sup>th</sup> May 2010 was also discussed. The contents of a leaflet distributed under the FOPF name via the In Touch magazine was discussed and</p>

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disappointment was expressed by a number of Councillors of the content of this leaflet and the way the Parish Council had been portrayed. The Chairman asked for a round the table expression on opinions:

Cllr. J Saltmarsh stated she was at a loss to see a way forward and stated the Councillors all had a responsibility to act with the public's best interest in mind – a compromise had to be available.

Cllr. C. Saltmarsh expressed his disappointment of the distribution of the leaflet by FoPF and re-iterated the solicitors advice had to be taken. Cllr. Saltmarsh also felt that comments pertaining to the integrity of the council should be taken very seriously by the council.

Cllr. R. Poulter offered to continue facilitating the meetings between FoPF/Parish Council.

Cllr. Mair – highlighted the corporate liability of Councillors

Cllr. Cottee – expressed the hope for a solution.

Cllr Blanks – expressed the need for an amicable solution.

Cllrs Wilkin & Woricker had no comments.

Cllr. Brett – stated she trusted the advice of the Solicitor and the Essex Association of Local Councils 100% and that she could not see a compromise solution as the formation of committees is a matter of local government law. Cllr. Brett suggested that the response from FoPF to form a Committee appeared to be a no and reminded the room that all finance was internally and externally audited. Cllr. Brett also stated she totally respected the work the Clerk had done to date. She also made reference to the excellent work FoPF had carried out on the fields until the insurance arose bring a halt to works. She also expressed the view that all questions had been answered, although some could not be explored until the Parish council had a decision from FoPF whether or not to form a committee. She finally pointed out that FoPF have nothing to lose by forming a committee as the arrangement could be ended at any time by either party. The Clerk expressed concern that her details had been used on the reverse of the leaflet without prior advice and that it would have been courteous to have been advised.

Chairman – made reference to the FoPF web site and that Woodham Ferrers & Bicknacre Parish council formed a volunteer group called the Friends of Priory Fields who were responsible for development and maintaining these peaceful surrounding to the benefit of the wider community. FoPF and the Parish Council jointly signed the grant and were jointly awarded the grant. The Parish Council, being an incorporated body held the land, while the FoPF did the maintaining and development. This arrangement has never changed and the PC has supported the group in all their endeavours, including; finance; assistance, community payback groups, and the group had a regular agenda item. The Chairman expressed that the Parish Council did not wish this arrangement to change. Insurance issues were referred to and the fact that the trust was not a viable option anymore as the Parish Council could not risk losing an asset to anyone else who does not have the vision of the PC or FoPF.

The Chairman summed up by asking for a resolution to extend the deadline to FoPF by seven days to accept the formation of a committee and that the Clerk instruct our current groundsman to keep the paths clear at Priory Fields for three months and to inform the Council of any works needing immediate attention. It was also suggested the Clerk issue a standard statement to any queries re Priory Fields, until the Annual Report was published and offer to meet any individuals with further questions. There was a majority in agreement for this course of action.

The Clerk recommended that as the Parish Council were jointly liable for the funds awarded by the Heritage Lottery Grant that she should ask for a Financial Report from FoPF. This was also agreed.

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63/10.. a) Planning

Application No	Details	Decision
10/00718/FUL	<b>4 Monks Mead, Bicknacre, Essex CM3 4EU</b> Two storey side extension	Supported
10/00666/ETL	<b>Red Cedars, Moor Hall Lane, Chelmsford, Essex CM3 4ER</b> Extension of time to planning app 07/00622/FUL – car port & bay window	Supported
Councillors were invited to comment, it was noted Blatch Cote had received permission		
64/10.	<p><b>Accounts</b> </p> <p>The Clerk relayed figures of the 4<sup>th</sup> Quarter Budget Review. The figures were reviewed and accepted.</p> <p><b>Proposed: Cllr. C. Saltmarsh</b> <span style="float: right;"><b>Seconded: Cllr. A.Mair</b></span></p> <p>The Clerk confirmed that the VAT amount to be claimed was £9596 of which approx. £1125 was due back to the Youth Group Fund and this was being reviewed by the Internal Auditor.</p> <p>The Clerk amended some errors in the cheque nos and highlighted the Groundsman had been paid that day and was therefore not included in the schedule.</p> <p>An approximate figure of £4-5K was recorded as being the balance carried forward to 2010/11. The Clerk asked for agreement from Cllr. Blanks that he was satisfied with the new bin for the White Swan and it was confirmed the payment could be released.</p> <p>Members approved the following cheques and initial BACS and Direct Debit payments made:</p>	

Cheque No.	Payment to:	Amount £	VAT £
104682	Neighbourhood Watch Group – balance of allocated funds for 2010/11	170.00	
104683	Rural Community Council of Essex	55.00	
104684	Travis Perkins – Materials	69.49	10.35
104685	Environment Agency – Drainage Priory Fields	31.11	
104686	BMVH Hire Fees	26.70	
104687	A to Z Supplies (Youth Group) Badminton/Goals	516.24	76.89
BACS	11.5.10 Essex Lights – Maintenance Priory Fields Barrier/Hooe	88.12	13.12
BACS	14.5.10 Mrs K Kuderovitch – Reimbursement of refreshments for APM	45.53	
BACS	21.5.10 Mrs K Kuderovitch – Balance of Youth Group Grant (£500)	300.00	
D/D	5.5.10 Canon UK – Photocopying	913.92	136.12
D/D	11.5.10 Canon UK – Purchase of staples for machine	114.45	tbc
D/D	19.5.10 BT Mobile	22.71	tbc
D/D	E – On Lodge Road	46.00	2.19
D/D	E-On – Priory Field	14.00	0.67
		<b>2413.27</b>	<b>tbc</b>

Salaries May:

Cheque No.	Payment to	Amount £
BACS	Mrs K Kuderovitch – May 2010 Salary	<b>1724.93</b>
BACS	Mrs K. Kuderovitch – Mileage for May 2010	
BACS	Mrs M. Webdale – The Hooe – May	
BACS	Mrs N. Ovel – Lodge Road May	
104688	Mrs S. Marsh – Gatekeeper – Lodge Road -May	
104689	Inland Revenue – Staff Tax & NIC - May	
104670	Mr A. Ryce – Distribution of Annual Meeting Invitation x 2 (cancelled)	

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	cheque no 104642)	
104671	Mr T. Cornell – Distribution of Annual Meeting Invitation	
BACS 11.5.10	Miss S. Dale - Distribution of Annual Meeting Invitation – Bicknacre x 2	
104672	Mr A. Manthorpe - Distribution of Annual Meeting Invitation	

Date	Balance of all accounts held	Amount £
30/4/10	Barclays Community Account	£27,809.83
30/4/10	Barclays Business Saver	£2,495.98

**Income**

31/12/09	Barclays Bonus Account – Interest Received	£278.96
8/3/2010	Barclays Bonus Account – Interest Received	£1.51
26/4/10	Community Account – Precept payment from CBC	£26,365.00

**Bank Transfers**

The following transfer was made to enable payments of May expenses whilst awaiting Precept.

4/5/10	Community Account to Barclays Bonus Account (repayment of 'loan')	£2500.00
27/5/10	Community Account to Barclays Bonus Account – return of 'loan' Whilst awaiting receipt of Precept	£5000.00

**Income Received**

£90 Ad March news, £60 Danbury Mission

65/10.	<b>Priory Acres</b> No report available.
66/10.	<b>Traffic Calming</b> The Chairman gave feedback from the Parish Council meeting with Essex County Council on 24 <sup>th</sup> May which was: <ul style="list-style-type: none"> <li>• ECC will look at providing guard rails at junction if Parish Council agrees (in response to safety concerns relayed, especially crossing school children).</li> <li>• Weight limit sign 7.5 tonnes – requested to be replaced</li> <li>• Agree a letter to Norman Hume who has final decision in Peartree Lane closure</li> <li>• Cllr R. Poulter pursuing money transfer from ECC to CBC</li> <li>• Need agreement to cut off White Elm Road and agree location</li> <li>• New request for safety scheme – sent list to David Falkin (TACs wish list)</li> </ul> <p>Cllr. Poulter gave an overview of monies retained and confirmed he was pursuing. The traffic calming had passed all safety checks by Essex County Council. The Chairman asked for agreement to pursue the guard rails and this was agreed. A standard response was also agreed for the Clerk re traffic calming enquiries. Cllr J Saltmarsh reminded Council that the traffic calming was the result of nine years of campaigning and suggested comments go to Essex County Council or the Traffic Advisory Committee.</p>
67/10.	<b>Rural Housing</b> The Chairman asked for agreement to pursue two sites in Bicknacre. Woodham Ferrers had been dismissed due to lack of amenities. The Clerk to seek landowner's details. Councillors debated criteria and figures and Cllr.Poulter agreed to reconfirm.
68/10.	<b>Football</b> Danbury Mission requested to use Priory Fields on Saturday 3 <sup>rd</sup> July 2010 for a fun day and this was agreed.

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	The posts @ Lodge Road were reported as still up and the Clerk to send a reminder.
69/10.	<p><b>General Village Reports/Correspondence (to include Field Reports - Priory/Hoe/Lodge Road &amp; Village Hall) Reps to report any incidents or problems.</b> 📱</p> <p>Bradley Faulkner (groundsman) reported cutting had been done and weeding etc due soon. Leighams Common sign was discussed and the Clerk advised of a £125 excess so insurance claim not feasible. Clerk to get a replacement figure.</p> <p>Rospa update –the Clerk relayed the error made by RoSPA in omitting the Parish Council from their inspection list. The Clerk had been offered an appointment for the following morning which was rejected by the Council. The Clerk to formally complain and try for a new accompanied appointment. Rospa items to be attended to that week.</p> <p>Expenditure to be agreed for the bus shelter solar lighting at The White Swan, Bicknacre @ £2400 &amp; VAT – deferred.</p> <p>Letters/e-mails from residents – The Clerk relayed the contents and it was agreed to send the standard response/.</p> <p>Woodham Ferrers Dog Show – confirmed as 18<sup>th</sup> July 2010 @ Lodge Road. Cllr Brett confirmed risk assessments and corresponding paperwork will be forwarded to the clerk.</p> <p>2 dog bin requests expenditure were agreed for Bicknacre &amp; Woodham Ferrers.</p> <p><b>Proposed: Cllr. L. Brett</b> <b>Seconded: Cllr. R. Blanks</b></p> <p>The Clerk confirmed the date for the second weekend in June for the Annual Report and Newsletter to be distributed and Cllr. Cottee kindly offered to proof read with a quick turnaround.</p> <p>The Clerk informed of authorization for tree works @ The Hoe by EDF. The Clerk was awaiting the paperwork from CBC to proceed with works @ 45 Deerhurst Chase.</p> <p>Councillors and Clerk to update on any other business.</p> <p>A new newsletter distributor was confirmed for Bicknacre.</p> <p>The Clerk confirmed parts had been ordered for the slide @ Lodge Road.</p> <p>Cllr J. Saltmarsh recorded she had taken three names at the Annual Parish Meeting interested in the Village Design Statement.</p>
70/10.	<p><b>Annual Parish Meeting 2010</b></p> <p>The Chairman reported the success of the meeting and thanked all involved for their help. The Clerk advised 16 requests for allotments had been received and sent to Karen Kenny.</p>

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

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K. Kuderovitch 14.6.10

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