



WOODHAM FERRERS AND BICKNACRE PARISH COUNCIL

A QUALITY COUNCIL



MINUTES OF THE PARISH COUNCIL MEETING held on
Tuesday 7th December 2010 at 19.30 at Bicknacre Memorial Village Hall, Bicknacre, Essex



= Expenditure decision



= A resolution to be made

DRAFT

133/10.	Declaration of Interests The Clerk offered members the opportunity to declare any personal/prejudicial interests and note them. – None declared.
134/10.	Apologies Cllr. M. Cottee, Cllr. K. Wilkin. Cllr. R. Poulter
135/10.	Agendas/Minutes The Minutes of the Parish Council Meeting of 2 nd Nov and the Planning Meeting of 16 th October 2010 were agreed and signed (changes to 131/10). Proposed Cllr. A. Mair Seconded: Cllr. R. Blanks <i>On the motion of the Chairman the meeting was adjourned for 15 minutes for members of the public/press to address the Council.</i> A Bicknacre resident addressed the Council concerning traffic calming and the Traffic Advisory Committee. Traffic calming plans were discussed and the resident requested the TAC meetings be held in the evening allowing more people to attend and that the general public have access to information of the group. The Clerk confirmed the original questions via e-mail had been submitted to the TAC and the author has received a response. Speedwatch was also discussed and the resident asked for Minutes of the TAC be applied to the Parish Council website.
136/10.	Friends of Priory Fields Minutes of the meeting held on 15 th November 2010 were reviewed and the contents noted. The next meeting between the Parish Council/FoPF is scheduled for 17 th January 2011.
137/10.	Community Speedwatch Programme Not present at 19.55 – therefore item moved to 20.15. PCSO Spencer Bond made an informative presentation to Council about the Community Speedwatch Initiative, which included: <ul style="list-style-type: none"> • Hoping to commence in April 2011 • Reduced cost agreed to the Parish Council • 3 dates in March 2011 for training (as many people as possible) • Speed gun, hi-vis jackets & signs will be supplied • PCSO Bond to arrange for risk assessments of Priory Road, Bicknacre and Main Road, Woodham Ferrers with a view to adding Main Road, Bicknacre as well. • Parish Council to advertise for people to come forward for training. The Chairman thanked PCSO Bond and stated he would update the Traffic Advisory Committee of the wonderful news.

138/10. Planning

Application No	Details	View
10/01742/FUL	Rosemary, Leighams Road, Bicknacre CM3 4HF Replacement Dwelling	From a local view no material considerations
10/01709/FUL	Foxes Close, Leighams Road, Bicknacre CM3 4HF Two storey front/side & rear extensions	From a local view – large development but no

Clerk of the Council:

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		invasion as property stands alone
10/01790/FUL	34 Peartree Lane, Bicknacre CM3 4LS s/s side extension, garage conversion to provide habitable accommodation and f/f extension over.	From a local view – no issues
10/01721/FUL	63 Peartree Lane, Bicknacre CM3 4LS Replacement 4 bedroom house with attached garage	Deferred as revised plans
10/01763/FUL	65 Peartree Lane, Bicknacre CM3 4LS First floor side/rear extension & alterations to roof to form f/f accommodation with dormer windows. Porch extension to front	From a local view – no issues

Councillors were invited to highlight any Planning related issues. The Clerk to highlight any recent Planning information.

The Clerk handed out the draft information pack for agreement to accompany Planning Documents. Minor changes and agreed. Will commence immediately.

139/10.	<p>Accounts  (incorporating Budget for Precept Agreement for 2011/12)</p> <p>The Clerk gave an update on the new Kashflow system and reported the new system as using 16 hours of the additional 30 granted over a three month period. The External Audit status was reported as finalised and the appropriate notices had been placed.</p> <p>The Clerk reported that as no queries had been received, she asked for the Council approval of the Precept Figure for 2011/2012 being £54,230 an increase of 2.84% to cover the Election expenses in 2011.</p> <p>Members approved the following cheques and initialed BACS and Direct Debit payments made:</p>
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Payment Method	Payment to:	Amount £	VAT £
D/Debit	2.11.10 – Canon Photocopying Charges 9.6.10 – 8.9.10 (incl. Newsletter)	809.46	120.56
D/Debit	17.11.10 BT Mobile	24.85	3.70
D/Debit	E-On Electricity Priory Fields	39.00	1.86
D/Debit	E-On Electricity Lodge Road	7.00	0.33
BACS	29.11.10 Audit Commission – Annual External Audit	646.25	96.25
BACS	29.11.10 Sign of the Times – Leighams Common Sign	290.23	43.23
BACS	29.11.10 Littlethorpe – Solar Lighting for Bus Shelter @ White Swan	2115.00	315.00
BACS	10.11.10 Office Furniture – new filing cabinet for PC Officer	390.10	58.10
BACS	29.11.10 Applied Image – Access Signs Priory Fields/Lodge Rd	52.88	7.88
BACS	29.11.10 Essex Lights – Erection/take down of Xmas lights in Bicknacre	352.50	52.50
BACS	29.11.10 BF Grounds Maintenance	587.50	87.50
BACS	29.11.10 Applied Image – Youth Group Banner (to be deducted)	41.13	6.13
BACS	29.11.10 Kinetix Ltd – Youth Group (to be deducted from funds held)	150.00	
104742	Elmstead Nurseries – New Christmas Lights for Bicknacre/WF	255.84	
		5761.74	793.04

Salaries November:

Payment Method	Payment to	Amount £
BACS	20.10.10 Mrs K Kuderovitch – November Salary	
BACS	26.10.10 Mrs K. Kuderovitch – Mileage for November	

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BACS	20.10.10 Mrs M. Webdale – The Hooe – November	2477.57
BACS	20.10.10 Mrs N. Ovel – Lodge Road – November	
BACS	9.11.10 Mrs S. Cornell – Litter Picking (error overpaid by £59.50)	
104738	Mrs S. Marsh – Gatekeeper – Lodge Road -November	
BACS	15.11.10 Mrs J Ryce - Newsletters	
BACS	Miss S. Dale – Newsletters Dec	
104739	Inland Revenue – Staff Tax & NIC – November	
104740	Petty Cash	
104741	Mr T Cornell – Dec Newsletter	

Date	Balance of all accounts held	Amount £
29 Oct 2010	Barclays Community Account	£24,797.62
29 Oct 2010	Barclays Business Saver	£10,148.02

Income:

8.11.10 Church & Hawes Advertising Sept Newsletter £70.00
(Cllr J. Saltmarsh made enquiries surrounding Newsletter payments)



1141/10.	<p>Standing Orders </p> <p>Council discussed some minor amendments and formally agreed the Standing Orders. Clerk to update and change on the web site.</p>
142/10.	<p>Allotments</p> <p>The Clerk gave an update that the Birkett Hall Allotment Association was growing in numbers and the next meeting was arranged for Monday 17th January 2011 @ 7.30pm @ Bicknacre Village Hall. The Parish Council, with the support of the group hope to start applying for funding to purchase land soon.</p>
143/10.	<p>Parish Office</p> <p>The Clerk advised the Parish Office would be closed from Wednesday 22nd Dec 2010– and reopen Wednesday 5th January 2011.</p>

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144/10.	<p>General Village Reports/Correspondence (to include Field Reports - Priory/Hooe/Lodge Road) & Village Hall) Reps to report any incidents or problems.  </p> <p>A report from Bradley Faulkner to be given on works on the fields, not much work had taken place due to the snow. Still pending was the onsite meeting with FoPF.</p> <p>Contact from a residents re the dirt bike jumps @ The Hooe was discussed and a quote given for works to be done on the jumps. Cllr. Mair had met with a resident and further investigations would continue, possibly to combine with a bigger plan for The Hooe.</p> <p>It was suggested by the Clerk to make a donation to Jesters as a thank you for offering to host the Christmas events. £20 was agreed.</p> <p>The Litter Picker in Bicknacre was reported to be doing a great job.</p> <p>Trees at The Hooe – Clerk had contacted CBC again re cutting.</p> <p>The Clerk confirmed the December Newsletter was out to distributors.</p> <p>The Hooe entrance to be reviewed again for new ideas.</p> <p>Other letters/e-mails from residents were considered.</p> <p>Correspondence between a resident and ECC was noted and the Clerk to action the request.</p> <p>Councillors and Clerk were offered the opportunity to update on any other business.</p> <p>The Clerk to write to Priory Primary School re the CCTV.</p> <p>Cllr. J. Saltmarsh enquired as to progress of Peartree Lane closure and the replacement of the weight restriction sign in Bicknacre. The Clerk responded Cllr. Poulter was not present to update and she would make enquiries.</p> <p>The Chairman advised he had resigned from Priory Acres group.</p> <p>Cllr. R. Blanks suggested the Council purchase salt to grit key areas in bad weather.</p> <p>The advert for the Recycling Van was discussed, and to protect the Parish Council, would be restyled. The Clerk and Cllr. Mair to work together.</p> <p>The Chairman wished everyone a Merry Christmas. The Clerk thanked the Council also.</p>
145/10.	<p>Staff</p> <p>An Annual pay review for staff took place and an increase agreed.</p> <p>Proposed: Cllr R. Blanks Seconded: Cllr. A.Mair</p>

FOPF meet 2nd Thursday of each month.

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K. Kuderovitch
13.12.10