

1<sup>st</sup> February 2018

The Public and Press are invited (Public Bodies Admission to Meetings Act 1960) and all Councillors are summoned, to attend the forthcoming meeting of Woodham Ferrers & Bicknacre Parish Council, where the under-mentioned business is proposed to be transacted.

K. Kuderovitch..... Clerk to the Council

**THE CHAIRMAN TO REQUEST MOBILE PHONES ARE SWITCHED OFF**

**AGENDA FOR PARISH COUNCIL MEETING TO BE HELD ON**

Tuesday 6<sup>th</sup> February 2018.

at Bicknacre Memorial Village Hall, Bicknacre, Essex CM3 4NB

**= Expenditure decision      🇧🇷 = A resolution to be made**

14/18.	<b>Declaration of Interests</b> All Members will be reminded that they must disclose any interests they know they have in items of business on the meeting's agenda and that they must do so at this point on the agenda or as soon as they become aware of the interest. They are also obliged to notify the Monitoring Officer of the interest within 28 days of the meeting, if they have not previously notified her about it. The Clerk to offer members the opportunity to declare any interests and note them.
15/18.	<b>Apologies</b> Clerk to note apologies.
16/18.	<b>Minutes/Public Forum 🇧🇷</b> The Minutes of the Parish Council Meeting of 9 <sup>th</sup> January 2018 to be approved and signed. <b><i>On the motion of the Chairman the meeting will be adjourned for 15 minutes for members of the public/press to address the Council</i></b>
17/18.	<b>Report from Cllr R. Poulter (CCC)</b>
18/18.	<b>Media Policy 🇧🇷</b> Council to adopt the revised policy.
19/18.	<b>Friends of Priory Fields</b> Cllr C. Saltmarsh to report.
20/18.	<b>Community Defibrillator Project</b> Clerk to report on progress & AED training sessions.
21/18.	<b>Accounts 🇧🇷 🇸🇨</b> <ul style="list-style-type: none"> <li>a) Council to review and agree the Finance Report including revision of the 1<sup>st</sup>, 2<sup>nd</sup> &amp; 3<sup>rd</sup> Q Budget Reviews and agree the February 2018 project allocation figures.</li> <li>b) Chairman to check &amp; sign Unity Bank Statements and monthly bank reconciliations for end of January 2018.</li> <li>c) Council to approve bank transfers from Unity No 2 account to current account for £5000 being a temporary loan to year end &amp; £720 (BF Grounds Maintenance ditch works).</li> <li>d) Clerk to report on Councillors internal audit rota.</li> <li>e) Clerk to report any other finance related information/minute corrections.</li> </ul> Council to agree the payments made/to be made:

EXPENDITURE				
Date	Method	Payment to	Amount £	VAT £
<b>UNITY MAIN A/C (20317757)</b>				
11.1.18	300076	Planning Application Fee - Bicknacre Playing Fields	97.50	
16.1.18	BACS	Mrs K Kuderovitch – OS Maps for Bicknacre Playing Fields	30.21	

**Clerk of the Council:**

Mrs K Kuderovitch, Parish Council Office, Woodham Ferrers Village Hall, Main Road, Woodham Ferrers, CM3 8RJ  
01245 328988 E Mail [clerk@wfandbpc.org.uk](mailto:clerk@wfandbpc.org.uk)

		Planning Application		
16.1.18	BACS	BF Grounds Maintenance – Ditch Works Bicknacre Playing Fields	864.00	144.00
16.1.18	BACS	Top to Toe – Maintenance	209.00	
16.1.18	BACS	Community 360 – Course K. Kuderovitch	70.00	
19.1.18	BACS	Friends of Priory Fields – Removal of play equipment The Hooe	100.00	
22.1.18	D/D	E-On – Bicknacre Playing Fields	30.00	1.43
<b>TOTAL</b>			<b>1400.71</b>	<b>145.43</b>
<b>To be paid:</b>				
6.2.18	BACS	B.F. Grounds Maintenance – Inv. 5367 January 2018	800.00	133.33
6.2.18	BACS	Cllr J. Saltmarsh – Chairman’s Xmas Event – Thank you to Volunteers	86.25	
6.2.16	BACS	Cllr S. Sinclair – Grant to Bicknacre Friendship Club Xmas Event	113.39	
<b>TOTAL</b>			<b>999.64</b>	<b>133.33</b>
<b>PROJECT FUNDS UNITY A/C NO 2 (20363578)</b>				
22.1.18	BACS	Magnetic Pins for Notice Board - WF	19.94	
23.1.18	BACS	Signs of Cheshire – 50% Final payment for WF Notice Board	996.00	166.00
<b>TOTAL</b>			<b>1015.94</b>	<b>166.00</b>

**Staff Salaries January 2018 (BACS):**

19.1.18	Mrs K Kuderovitch – Jan Salary	<b>£2,809.55</b>
tbc	Mrs C. Gooday – Jan Salary	
19.1.18	Mrs M. Webdale – Jan Salary	
19.1.18	HMRC – Tax & NIC January	
19.1.18	Mr K. Nichols – Jan Salary	
19.1.18	Mrs S. Marsh - Jan Salary	
23.1.18	Royal London Clerk’s Pension – Nov	



**INCOME Unity Bank (Main) Account**

8.1.18	VAT Refund 1/4/17 – 30/11/17	£3199.18
9.1.18	Woodham Radars – 2 <sup>nd</sup> Instalment pitch fees 17/18	144.00
18.1.18	Safety Signs – duplicate payment	115.20
23.1.18	James Sims – Advertising	90.00
<b>TOTAL</b>		<b>£3548.38</b>
16.1.18	Bank Transfer from Unity No 2 to current (Thermoplastics)	£956.00

**Unity Bank Balances as at 31<sup>st</sup> January 2018**

A/C 20317757	Current Account	<b>£3467.81</b>
A/C 20363578	Project Funds Account No 2	<b>15,342.71</b>

22/18.	<p><b>Planning</b></p> <p><b>17/02219/FUL</b> Address: Site At Wantz Cottage Crows Lane Woodham Ferrers Chelmsford Description of works: Proposed new single storey dwelling with rooms within the roof.</p> <p><b>18/00016/FUL</b> Address: 10 Sunnyway Cottages Bicknacre Road Bicknacre Chelmsford Description of works: Two storey front extension</p>
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	<p><b>18/00056/MAT</b> Address: White Elm Garden Centre 50 White Elm Road Bicknacre Chelmsford Description of works: Variation of condition 7 of planning permission 17/00295/FUL (The number of containers on the site shall be restricted to no more than 11 at any time) to retrospectively allow for an additional 15 (26 total) containers on site.</p> <p><b>18/00046/FUL</b> Address: White Elm Garden Centre 50 White Elm Road Bicknacre Chelmsford Description of works: Retrospective application for extension to existing car park and the addition of a storage yard for vans and containers</p> <p>17/02180/FUL Priory Field Recreation Ground Bicknacre Road – update from the Clerk</p> <p>Feedback to be given from Local Highways Briefing attended by Cllr. C. Saltmarsh &amp; the Clerk.</p>
23/18.	<p><b>Clerks &amp; Councillors Reports, to include:</b>  </p> <p>a) Playing fields &amp; open spaces (The Hooe, Lodge Road Playing Fields, Bicknacre Playing Field etc.). CCTV/bucket swing</p> <p>b) General Village. New bin @ Sunnyway. Herb Garden project. Salt Bins. Dementia Friendly Village. Lorries. Community Specials update. Update from Cllr Ian Grundy. Footbridge.</p> <p>c) Village Hall – reports &amp; information.</p> <p>d) Parish Council Office. Hire of projector. Office closure. Newsletters.</p> <p>e) Community Groups/organisations</p> <p>Councillors to be invited to share any items not covered above.</p>