



# WOODHAM FERRERS AND BICKNACRE PARISH COUNCIL

## A QUALITY COUNCIL



**MINUTES** of the **PARISH COUNCIL MEETING** held on  
Tuesday 6<sup>th</sup> April 2010 at 19.30 at Bicknacre Memorial Village Hall, Bicknacre, Essex



= Expenditure decision



= A resolution to be made

In Attendance:		
Cllr. L. Brett (Vice Chairman, acting Chair) Cllr. A. Mair	Cllr.C. Saltmarsh Cllr. K. Wilkin Cllr. J. Saltmarsh Cllr.G. Woricker	Clerk of the Council

28/10.	<b>Declaration of Interests</b> The Clerk offered members the opportunity to declare any personal/prejudicial interests and note them. None declared.
29/10.	<b>Apologies</b> Cllr. B. Arnold (Chair), Cllr. R. Blanks, Cllr. M. Cottee Cllr. A. Mair not present (joined the meeting at 7.40pm)
30/10.	<b>Minutes</b> 👍 The approval of the Minutes of the Parish Council Meeting of 2 <sup>nd</sup> March was deferred to May. The Planning Meeting Minutes of 26 <sup>th</sup> January 2010 were reviewed and approved. <b>Proposed: Cllr. C. Saltmarsh</b> <b>Seconded: Cllr. J. Saltmarsh</b> <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 advised the Council that she had witnessed flooding at the Priory Corner roundabout, which was noted. A FoPF rep stated the surprise by FOPF that the Terms of Reference document produced by the group had been send to the Solicitors without prior discussion. The Clerk responded that she/the PC have no expertise in Terms of Reference which is the reason for Solicitors being consulted. The rep stated that the initial response of the Deed of Covenant was that there were key items missing. The Clerk informed the Council a meeting was due the following week between PC/FOPF where all issues could be raised and discussed.</i> <i>A resident was asked by the Clerk if she wished to comment on her application at this point as she would not be allowed at the Planning section. The resident accepted and gave an overview of the two planning applications and Cllr J. Saltmarsh asked questions surrounding the applications.</i>
31/10.	<b>Policies and Procedures</b> 👍 The Chairman asked Council if they had considered the Habitual/Vexatious Complainant Policy document provided by the Clerk. Cllr. Woricker asked where the document was sourced. The Clerk responded she had researched other policies in use by Councils and the one provided covered all aspects of eventualities. Cllr. Woricker asked if the policy would be applied after full consultation and the Clerk confirmed it would be, as all decisions of this nature already are. The Council agreed the document to be added to Policies and Procedures and posted on the web site. <b>Proposed: Cllr. A. Mair</b> <b>Seconded: Cllr. C. Saltmarsh</b>

32/10.. a) Planning

Application No	Details	Cllr. to report
10/00416/FUL	Land Adjacent Former Jackletts Farm Shop, Horseshoe	Report to be

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	<b>Farm, Main Road, Bicknacre</b> Continuation of use of land and buildings used for our of school care	supplied
10/00417/FUL	<b>Land Adjacent Former Jackletts Farm Shop, Horseshoe Farm, Main Road, Bicknacre</b> Construction of a childrens nursery	Report to be supplied
10/00206/FUL	<b>Bicknacre Boarding Kennels, The Shrubbery, Leighams Road, Bicknacre Essex CM3 4HF</b> Installation of a Quarantine Kennel	Supported (Cllr JS)
10/00266/FUL	<b>Seven Acres Farm Crows Lane Woodham Ferrers Chelmsford Essex CM3 8RS</b> Agricultural storage building for machinery.	Not Supported (Insufficient access)
<b>The Chairman reminded Councillors to refrain from using peoples names where possible.</b>		
10/00299/FUL	<b>Wood Edge, Main Road, Bicknacre, Chelmsford, Essex CM3 4HW</b> Raised roof with front and rear dormer windows. Two storey front extensions	Supported
10/00396/FUL	<b>Smallwater and Smallwater Lodge, Main Road, Bicknacre, Essex CM3 4HN</b> Amendment to 09/01164/FUL to raise ridge height to part of proposed garage and pool building to create a room in the roof.	Not Supported (concerns over effect on neighbouring property)
10/00306/FUL	<b>6 Main Road, Bicknacre, Chelmsford, Essex CM3 4HA</b> Two storey front extension	Supported (concerns re side window/obscure glazed-non opening)
Concerns over 19 Priory Road were relayed and damage to the verge/parking issues. It was resolved for the Clerk to write to the owners. Enquiries were made as to a building in Woodham Ferrers, but the Clerk confirmed there was no knowledge of the intention, although there were concerns over the height.		
33/10.	<b>Youth Group</b> Details were given by the Clerk of the intention to form an Advisory Committee, if the schedule of events were successful. Permission was given for the use of Priory Fields and Car Park area for Youth Activities and the Schedule of events were given out. The Clerk confirmed all the Youth Grant had been spent and many items purchased. Cllr. Mair suggested the inventory go on the web site and this was agreed. Cllr. Wilkin and the Chairman wished the group every success.	
34/10.	<b>Friends of Priory Fields</b> The Chairman asked if FOPF were in a position to be invited as a Committee and Mr Bishop responded that would not happen until the Terms of Reference/Deed of Covenant were in place. The finance arrangements were discussed and the Clerk confirmed she had the paperwork from Barclays. The Clerk confirmed that a meeting the following week would be beneficial to discuss a number of items. The Clerk suggested a letter be sent to the person who had historically been responsible for the Hay cutting, to relay should his services be required this year the Parish Council would make contact after consultation with FOPF. The Clerk highlighted this was an insurance requirement to ensure large machinery did not arrive at Priory Fields without prior approval.	

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35/10.	<p><b>Accounts</b> </p> <p>The Clerk gave an explanation of the un-audited end of year balance figure (£4704.49 Cr). The Chairman congratulated the Clerk and the Council on this figure, considering £2187 was deducted at the beginning of the financial year by Chelmsford Borough Council. The Clerk to also supply information on the % increase showed on the Council Tax Bill and suggested the information be posted to the web site. The Clerk confirmed all the money of the Youth Fund had been spent but there were some invoices still to follow. The Clerk asked Cllr. Woricker to take the Petty Cash cheque. Members approved the following cheques and initialled BACS and Direct Debit payments made:</p>
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Cheque No.	Payment to:	Amount £	VAT £
BACS	2.3.10 K. Kuderovitch – B&Q storage boxes (wrong card taken)	£70.86	
D/D	19.3.10 – BT Internet	£26.70	
D/D	22.3.10 – E-On	£46.00	
D/D	22.3.10 – E –On	£14.00	
BACS	29.3.10 – BMVH – Hire Fees	£17.80	
BAC	30.3.10 – A to Z Supplies	£114.45	tbc
104664	Petty Cash	50.00	
BACS	A to Z – Items for Youth Group	94.35	14.05
BACS	Tax Assist – Audit services for Nov/Dec09 & Jan 2010	232.65	34.65
BACS	<b>The following payments were made from the Youth Grant Funds:</b>		
BACS	Precision Stitching	302.00	44.98
BACS	Juke Box	1022.50	152.29
BACS	Garden Games	598.93	89.21
BACS	Argos Business	1592.74	241.97
BACS	A to Z Supplies	94.35	14.05
BACS	Mr B. Faulkner – BF Grounds Maintenance – Contractor	587.50	87.50

Salaries January:

Cheque No.	Payment to	Amount £
BACS	15.3.10 Mr A Manthorpe –Litter Picking	
BACS	16.3.10 – Mrs K Kuderovitch – Pension (backdated)	
BACS	29.3.10 Mrs K Kuderovitch – March 2010 Salary	
BACS	29.3.10 Mrs K. Kuderovitch – Mileage for March 2010	
BACS	29.3.10 Mrs M. Webdale – The Hooe - March	
BACS	29.3.10 Mrs N. Ovel – Lodge Road March	
104665	Mrs S. Marsh – Gatekeeper – Lodge Road -March	
104666	Inland Revenue – Staff Tax & NIC - March	
104667	Mr T. Cornell – Newsletters March	
104668	Mr T. Kuderovitch – Newsletters March	
104669	Mr A. Ryce – Newsletters March	
BACS	31.3.10 - Mr A. Manthorpe – Newsletter March	
		<b>2928.67</b>

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