



WOODHAM FERRERS AND BICKNACRE PARISH COUNCIL A QUALITY COUNCIL



MINUTES of the ANNUAL PARISH COUNCIL MEETING held on
Tuesday 4th May 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 Cllr. C. Saltmarsh Cllr. Wilkin	Cllr. J. Saltmarsh Clerk of the Council

42/10.	<p>Declaration of Interests</p> <p>Members were offered the opportunity to declare any personal/prejudicial interests and for the Clerk note them.</p> <p>Cllr. Woricker declared an interest in item 57/10.</p> <p>Cllr. Brett declared an interest in item 50/10, Planning Apps: 00575/00529</p> <p>Cllr. Blanks declared an interest in item 50/10. Planning App 00575</p> <p>All signed the book.</p>
43/10.	<p>Apologies</p> <p>Richard Poulter – CBC</p>
44/10.	<p>Minutes 👍</p> <p>The Minutes of the Parish Council Meeting 2nd March 2010 were reviewed and signed Proposed: Cllr. A. Mair Seconded: Cllr. L. Brett</p> <p>The Minutes of the Parish Council Meeting 6th April 2010 were reviewed and signed. (1 word change by Cllr J. Saltmarsh)</p> <p>Proposed: Cllr. C. Saltmarsh Seconded: Cllr. K. Wilkin</p> <p>On the motion of the Chairman the meeting was adjourned for 15 minutes for members of the public/press to address the Council.</p> <p>A resident addressed the Council giving details and information surrounding Planning Application 10/00575/FUL and Councillors were invited to ask any questions.</p> <p>The NW Co-ordinator made a statement re the Minutes and UV Pens.</p> <p>The Chairman offered a FOPF rep an opportunity to speak but the rep stated as long as members of the Council had FOPF the most recent communication, which the Clerk confirmed they had, he was satisfied. The Clerk reminded Council that at agenda item 49/10. The rep may be asked questions as an exceptional circumstance and at the discretion of the Chairman.</p>
45/10.	<p>Election of Chairman 👍</p> <p>Cllr B. Arnold put himself forward for the position and all Members were in favour. Note: Cllr Woricker asked the Chairman if there should be a change of Chairman and the Chairman replied that this was the opportunity for anyone else to stand.</p>
46/10.	<p>Election of Vice Chairman 👍</p> <p>Cllr Brett put herself forward after Cllr C. Saltmarsh proposed her, for the position and all Members were in favour.</p>
47/10.	<p>Appointment of Parish Council Officers/Reps 👍</p> <p>Officers for Planning (Bicknacre & Woodham Ferrers) Cllr Woricker/Cllr. J. Saltmarsh =</p>

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	<p>Bicknacre, Cllr. Mair = Woodham Ferrers Representatives agreed for the following groups: Priory Acres Group = Cllr. Arnold, Cllr. Brett. Friends of Priory Fields = Cllr. Woricker Youth Group = Clerk – Karen Kuderovitch Traffic Advisory Committee = Cllr. C. Saltmarsh/Cllr. Mair</p> <p>Representatives were agreed for the following positions: Playing Fields (Priory Fields = Cllr. Wilkin, Lodge Road = Cllr. Woricker/Cllr. Blanks, The Hooe = Cllr. Mair/Cllr. Saltmarsh, Press = Karen Kuderovitch, Road Traffic Officer = Cllr. Blanks, Trees & Footpaths = Cllr. Wilkin, Community Grants = Cllr. Cottee, Recycling & Environment = Cllr. Mair, Football = Cllr. Arnold/Clerk, Transport – Cllr. Blanks</p>
48/10.	<p>Appointment of any Committees, Sub-Committees, Advisory Groups 👍 Traffic Advisory Committee. Personnel Committee and Grievance Committee (Cllrs. Arnold, Brett and C. Saltmarsh) were all appointed.</p>
49/10.	<p>Friends of Priory Fields 👍 The Chairman gave an overview of the meetings held with FOPF and the current status and the difficulty achieving an agreement to suit both parties. The Chairman stated that the Council had a legal obligation to protect the land for the benefit of the whole community and to ensure the Council acted legally. The Clerk relayed that on FOPF request she had received advice that day from the Essex Association of Local Councils. The Clerk had also had further conversations with the Solicitor and the Insurance company and it was her recommendation that FOPF become a Committee of the Parish Council for x amount of months and the terms of reference adhered to, otherwise the Council would have no choice but to seek alternative solutions. The Clerk advised the EALC advice would be e-mailed to Mr Bishop the following day. Members raised concerns over the Solicitors fee. It was resolved that the Parish Council formally invite FOPF to become a Committee (voting rights to be agreed). The Chairman stated at the next meeting, after meeting with FOPF, a final decision must be made. Note: Mr Bishop handed a note to Cllr. Brett.</p>

50/10.. a) Planning

Application No	Details	Cllr. to report
10/00513/FUL	Anchor House, Main Road, Woodham Ferrers, Essex CM3 8RN First floor rear extension	Not supported
10/00628/FUL	10 Barbrook Way, Bicknacre, Essex Single storey front extension with canopy roof	Supported
10/00575/FUL	Land adjacent Hobclerks Farm Change of use from equine veterinary practice to small/companion animal veterinary practice ancillary to main equine veterinary practice.	Supported
10/00529/FUL	Peacocks House, The Street, Woodham Ferrers, Essex Detached garage (Amendment to application 08/01841/FUL	Not supported
Councillors were invited to highlight any Planning related issues		
Cllr. C. Saltmarsh stated that the Village Design Statement would be beneficial to help prevent stop unwanted development.		

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51/10.	<p>Accounts </p> <p>The Clerk reported the accounts had only been received back that day so the 4th Quarter Budget Review to incorporate the end of year final balance was deferred to June. The Chairman was reminded to visit Barclays to produce the necessary documents to enable a change of signatory. The Clerk confirmed the first 50% of the Precept for 2010/11 has been received @ £26235 on 28th/4/10.</p> <p>Members approved the following cheques and initialled BACS and Direct Debit payments made:</p>
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Cheque No.	Payment to:	Amount £	VAT £
104670	Hedleys Solicitors – Fees for work relating to Priory Fields	1902.00	280.00
104671	EALC Affiliation Fee 2010/11	482.43	
104672	Woodham Ferrers Village Hall – Rent Jan- June 2010 & APM	650.00	
104673	Chelmsford Borough Council – Lease of The Hooe	10.00	
104674	Jaytrade – Cleaning products for Lodge Road	32.66	4.87
104675	A to Z Supplies – Youth Group Folding Pool Table	684.73	101.98
104676	Allianz Annual Insurance Premium	2772.49	
104677	Chelmsford Borough Council – Lease of Land at Lodge Road	20.00	
104678	Applied Image – amendment to Parish Council APM Banner	11.75	1.75
104679	In Touch Magazine – Annual Subscriptions	4.00	
BACS	29.4.10 Bicknacre Memorial Village Hall	23.14	
BACS	29.4.10 Tax Assist – Audit services for Nov/Dec09 & Jan 2010	235.00	35.00
BACS	29.4.10 Mr B. Faulkner – BF Grounds Maintenance Contractor	587.50	87.50
BACS	19.4.10 Keep Me Bags – Promotional item for Post Office reopening	284.71	42.41
BACS	21.4.10 Mrs K Kuderovitch – reimbursement for helium, balloons and ribbons purchase on ebay for Post Office opening	55.53	
BACS	21.4.10 I4C Publicity x 2 name badges for Clerk	33.59	
BACS	29.4.10 Essex Lights – Maintenance Works	211.50	31.50
Note:	Cheque 104664 for Petty Cash @ £50 was debited twice by the bank and then recredited		
D/D	15.4.10GE Capital Finance – Photocopier Lease	673.40	tbc
D/D	16.4.10 British Telecom -	25.52	
D/D	22.4.10 E-On - Electricity	46.00	
D/D	22.4.10 E-On Electricity	14.00	
		8759.95	tbc

Salaries January:

Cheque No.	Payment to	Amount £
BACS	Mrs K Kuderovitch – April 2010 Salary	1608.46
BACS	Mrs K. Kuderovitch – Mileage for April 2010	
BACS	Mrs M. Webdale – The Hooe - April	
BACS	Mrs N. Ovel – Lodge Road April	
104680	Mrs S. Marsh – Gatekeeper – Lodge Road -April	
104681	Inland Revenue – Staff Tax & NIC - April	

Date	Balance of all accounts held	Amount £
31/3/10	Barclays Community Account	£2909.38

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31/3/10	Barclays Business Saver (previously known as Bonus) Account	£4970.98
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Income

Bank Transfers

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

28/4/10	Business Bonus to Community A/C	£2500.00
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52/10.	Priory Acres Cllr. J. Saltmarsh asked for the funding strategy to be released. The Clerk verified Cllr. Saltmarsh was asking for the benefit of the Council and not herself or on behalf of any other Committee.
53/10.	Traffic Calming The Chairman reported that an on-site meeting had taken place with Richard Poulter, ECC and himself and that the traffic calming was meeting all expectations. The Chairman requested the Clerk to set a meeting with ECC re Peartree Lane. A weight restriction sign would be asked to be replaced outside Paul Baileys (entrance to Priory Road). The speedwatch initiative was discussed and further enquiries would be made. The safety for crossing would be further investigated with ECC.
54/10.	Post Office Re-Opening The event was a success and the feedback was the first week had exceeded expectations. The Parish Council hoped this would continue.
55/10.	Rural Housing The Chairman reported the progress was slow but he had made contact with Hastoe and was hoping for news soon.
56/10.	Football The Clerk confirmed all matches should be finished by end of May in order the groundsman can start work on pitches. It was agreed for Danbury Mission to use The Hooe for Saturday am football at the same charge as 2009.

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57/10.	<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 was given and agreement for a quote for works to Trees @ The Hooe @ £650 & VAT agreed. A letter to be sent to resident concerned.</p> <p>Proposed: Cllr. R. Blanks Secoded: Cllr. K. Wilkin</p> <p>Expenditure to be agreed for the bus shelter solar lighting at The White Swan, Bicknacre @ £2400 & VAT. – Deferred until June.</p> <p>Expenditure was agreed for repair of slide @ Lodge Road @ approx. £400</p> <p>Proposed: Cllr.C. Saltmarsh Secoded: Cllr. K. Wilkin</p> <p>The Clerk gave an update of the Youth Group which included the great success at Woodham Ferrers Village Hall of a table tennis event. The Clerk reported they were extremely grateful for the free sessions given by the Woodham Ferrers Village Hall Committee. Bicknacre Village Hall Committee and Priory School had also been approached for free sessions and their response awaited. Further events were taking place over the next few months.</p> <p>CCTV – Priory Fields – Clerk to report on faulty camera – was Priory Schools responsibility and they have been notified.</p> <p>Letter from residents. The first letter was discussed (Clerk reminded Chairman not to state the authors name) and it was resolved to add a slip into the next edition asking those people not able to read the size print to request a copy in large letters and a small charge maybe incurred. Letter to be sent to that effect.The Chairman asked if there was any comment on the letter further and there was none.</p> <p>The second letters author was commended and the Parish Council was delighted to receive a letter from a young resident. The letter to be copied to the head of Priory School and Gordon Wyper @ ECC</p> <p>Annual Civic Service – 13th June 2010 – No attendees</p> <p>Cllr C. Saltmarsh/Cllr.A. Mair asked to attend the Parish Council Forum in May – Clerk to send details.</p> <p>Rospa appointment date had been requested – Clerk to advise asap. FOPF to be invited to attend Priory Fields section.</p> <p>Councillors and Clerk were invited to update on any other business.</p> <p>Cllr. Mair reported cable exposed at The Hooe play equipment.</p> <p>Clerk reported barrier at Priory Fields was completed, wiring at The Hooe and the new bin arrival was due in next day or so.</p> <p>Clerk to check insurance for Leighams Common sign replacement.</p>
58/10.	<p>Annual Parish Meeting 2010</p> <p>The invitation was approved and would be going out the coming weekend. The Chairman gave an overview of how the evening would run, reminded all Councillors to be present with name badges and sit in allocated seats. Clerk to be advised if bringing a guest.</p>

FOPF meet 2nd Thursday of each month.
Meeting closed @ 9.45am.

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K. Kuderovitch 11.5.10

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