





details of 2 potential candidates for the position and their hourly rates. It was resolved to offer the position to Mrs C. Pease and the Clerk to inform her asap and write to the unsuccessful candidate. Clerk advised the Council purchase of Governance & Accountability for Local Councils Practitioners Guide 2008 at £18 for the new Internal Auditor  
**Proposed: Cllr. A. Mair                      Seconded: Cllr. J. Bishop**

The Clerk to explained Cheque Nos 104302/104303 and their need to be issued and an emergency transfer from the NSI Investment Account to Barclays Community Account of £17,500 to ensure these cheques cleared the account. The Clerk informed the Council as there was no Internal Auditor to process her salary she had paid herself the exact same amount as last month and adjustments would be made by the new Internal Auditor if necessary. The Clerk advised Mr Manthorpe had no option to increase his Litter Picking to £37.50 for tax purposes. The Clerk advised she had ordered Cllr. Cottee a New Members pack at a cost of 12. Members approved the following cheques for payment. 🙌

Cheque No.	Payment to:	Amount £	VAT £
104302	** Cheque raised on 28 <sup>th</sup> July 2008** Bakers of Danbury – Restoration Project for Priory Arch	10,615.24	1,580.99
104303	** Cheque raised on 28 <sup>th</sup> July 2008** Hilary Brightman Architect – Fees for Site Operations Priory Arch	1744.88	259.88
104304	BT – Parish Council Mobiles x 2	1.07	0.07
104305	BT – Business Broadband Apr – Aug 08 (includes £79 for Hub)	204.30	30.42
104306	B&Q Financial Services – Materials for Concrete Posts @ The Grove	36.46	5.45
104307	Derek Wybrow – The Grove Posts/Lodge Road/The Hooe	180.00	
104308	Derek Wybrow – Manual Handling Course @ CBC – Time & Travel	75.00	
104309	Derek Wybrow – The Hooe – Emergency Call Out	25.00	
104310	Derek Wybrow – Priory School Banner for 19 <sup>th</sup> July Summer Day	20.00	
104311	EALC – Freedom of Information/Data Protection Workshop for BA,CS,JS,KK on 16 <sup>th</sup> September 2008 –	128.00	
104312	BMVH – Hiring Fees	16.50	
104313	Travis Perkins – Posts for The Grove	56.61	8.43
104314	A to Z Supplies – Photocopier Paper	118.09	17.59
104315	Dell – new base unit, keyboard for PC Office	594.55	88.55
104316	Chelmsford Borough Council – Easter/Whitsun Parish Sports	390.00	
104317	The Lanscape Centre – Materials	42.23	7.39
104318	Woodham Ferrers Village Hall – Balance of rent owed for hire	50.00	
104319	Playsafety Ltd – Rospa Report for 2008	259.68	38.68
104320	R.C. Landforce Ltd – Greenkeeper for July	473.03	70.45
		<b>15,060.64</b>	<b>2107.90</b>

Salaries:

Cheque No.	Payment to	Amount£
104321	Mrs K Kuderovitch – July Salary	<b>1808.49</b>
104322	Mrs K. Kuderovitch – Mileage for July 2008	
104323	Inland Revenue – Clerks Tax & NIC for July	
104324	Mrs M. Webdale – The Hooe	
104325	Mrs S. Marsh – Gatekeeper – Lodge Road	
104326	Mrs C. Coe – Internal Audit	
104327	Mr A. Manthorpe – Distribution	

**Clerk of the Council:**

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**Income received since last PC Meeting:**

14<sup>th</sup> July 2008

Essex County Council – Grant for Bus Shelter

£4350.00

Date	Balance of all accounts held	Amount £
30/6/08	Barclays Community Account	11,287.23
30/6/08	Barclays Business Bonus Account	4,845.40
30/6/08	National Savings Post Office Account	31,226.62

160. Planning

Application No		Decision
08/01190/FUL	<b>Land Rear of Priory Field Recreation Ground, Bicknacre Road, Danbury, Essex</b> Change of use of land from agricultural to recreation land	Responded 16/7
08/00998/FUL	<b>Smallwater, Main Road, Woodham Ferrers</b> Retrospective Planning Application of pond & surrounding grounds, retention of summer house & bridge, replacement fence & temporary screening	Responded 24/7 (see notes)
<p>The Clerk gave details of a copy letter received on that day from a group of Woodham Ferrers resident addressed to Cllr. I. Wright @ CBC expressing concerns surrounding this application. The Clerk gave details of her e-mailed response, which included the following information: Application received by Parish Council on 30<sup>th</sup> June 08 (missed July meeting deadline). Before Clerk left for holiday on 8<sup>th</sup> July the application was passed to Cllr. John Bishop for response when the Clerk returned on 16<sup>th</sup> July 2008. Cllr. Bishop had been unable to attend the site and therefore Laura Percy (CBC) granted week's extension and the Parish Council responded on 24<sup>th</sup> July.</p> <p>The item was on the August agenda so it was officially recorded and these minutes show the date we responded and supporting information, as the Council has done with other applications of this nature. Consultation with other residents is at the discretion of the Planning Officer concerned and will depend on the type of application, time available and the extent of any impact on other residents.</p> <p>Cllr. Poulter commented that the letter was not addressed to him and that he had no intention of responding.</p>		
08/01308/FUL	<b>Edwins Hall Farm, Edwins Hall Road, Woodham Ferrers</b> Renewal of condition 1 of planning permission 05/01226/FUL to allow stable to be used not ancillary to and not in conjunction with Edwins Hall Farm	Supported
<p>The Clerk passed application no 08/01246/FUL to Councillor J. Saltmarsh for response in the Clerks absence by 19<sup>th</sup> August 2008, application nos 08/00791/OUT &amp; 08/01243/FUL to Councillor G. Woricker for response by 14<sup>th</sup> August 2008.</p>		
161.	<p><b>Neighbour Hood Watch Update</b> 🙌 🙌 Neville Jessop gave a very informative overview to the Council of the plans for Neighbourhood Watch in Woodham Ferrers &amp; Bicknacre. This was well received by the Council and fully supported. The decision was made to start the initiative with £750 to purchase supplies and an annual sum of £50 to top up the funding. <b>Proposed: Cllr. C. Saltmarsh      Seconded: Cllr. A. Mair</b></p>	
162.	<p><b>Richard Poulter CBC</b> Councillor Poulter gave the information that Peacocks in Woodham Ferrers was refused after being heard at the Planning Committee. He reported on recent power cuts in Bicknacre and informed the Council he would be making representations to EDF.</p>	

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163.	<b>Traffic Advisory Committee</b> Cllr. C. Saltmarsh gave details of the site visit by Norman Robinson (ECC) together with Jill Oliver (TAC) on 4 <sup>th</sup> July. It was reported that each point on the 'wish list' would be responded to. Some of the items could not be addressed by law. A list would be supplied with approximate costs for further discussion. The Clerk relayed a suggestion from Norman Robinson re: walkable verge on Bicknacre Road and Richard Poulter offered to respond on the Councils behalf.
164.	<b>Friends of Priory Fields/Priory Arch</b> 🙌 The feedback from the Community Day was that it was a great success and many parishioners were previously unaware of the fields existence. The Clerk confirmed the Arch was now added to the insurance and the premium would be on Sept agenda.
165.	<b>Bicknacre Community Project/Community Summer Fun Day</b> The Chairman relayed that the day was a great success and thoroughly enjoyed by all. The profit made was anticipated to be £800. More donations were awaiting and the Chairman expressed his hope that event would get bigger and better every year.
166.	<b>New Bus Shelter</b> 🙌 The Chairman opened two sealed quotes and they were discussed and it was resolved that the Littlethorpe shelter with a glass panel on one side would be ordered. Cllr. Blanks reported there maybe a possibility of more funds available. <b>Proposed: Cllr. A. Mair</b> <b>Seconded: Cllr. L. Carroll</b>
167.	<b>Woodham Ferrers Dog Show</b> Cllr. Carroll gave a formal thank you to the Parish Council for use of Lodge Road Playing Fields and the photocopying of flyers. It was anticipated that £650 would be available for donation. A date would be set for July 2009.
168.	<b>Parish Council Office</b> 🙌 🙌 Cllr. Carroll gave a report & handed out the first draft contract for review. The item would be on the September agenda once adjustments had been made. The Clerk informed the Council there had been no response from Bicknacre Pre School concerning the offer of the Photocopier @ £250 and therefore it was to be placed on the web site for sale. Members agreed the purchase of another desk at £82.23 as recommended by the H&S Officer, a first aid kit at £11.19. & a small letters box @ £40. The Clerk to reported the final figure for the new base unit was £594.55.
169.	<b>Standing Orders</b> 🙌 It was agreed that the Clerk together with Cllr. Bishop/Cllr. J. Saltmarsh would form a separate Committee to update the Standing Orders.
170.	<b>Rospa</b> 🙌 Members reviewed the report and Clerk to instruct repairs to be done. Adventure Playground was agreed for the works in October. Copy to be sent to Insurance company.
171.	<b>National Code of Conduct for Elected Members: Local Assessment of Complaints</b> The Clerk gave details of her attendance on Friday 18th July and confirmed the date for Councillors to attend was Tuesday 16 <sup>th</sup> September : 7pm The Chairman recommended all Councillors attend this session @ CBC.

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