





**WOODHAM FERRERS AND  
BICKNACRE PARISH COUNCIL**  
**A QUALITY COUNCIL**



had set aside £3500 for unplanned works which the new PC Office would be assigned to, and that cheques 104374 – 104376 would not be issued to staff as tax was due (prepared by Internal Auditor). The Clerk highlighted the Barclays Bonus Account figure was incorrect and was £895.40. The Council also agreed to the transfer of £6875.17 to National Savings Account and £4000 to Barclays Bonus Account and this was signed by the Clerk and the Chairman.

Cheque No.	Payment to:	Amount £	VAT £
104349	R.C. Landforce Ltd – Greenkeeper for September	472.93	70.45
104350	Environment Agency – Drainage at Priory Fields	21.12	
104351	BT – Parish Council Office No 01245 328988	88.41	12.49
104352	BT – Internet Services for Parish Council Office	42.26	6.29
104353	Derek Wybrow – Priory Fields goals/Leighams Road hedge cut	50.00	
104354	Derek Wybrow – Lodge Road/The Hooe/Parish Office	115.00	
104355	Canon UK Ltd – Photocopier Charge (credit applied for old machine)	170.81	
104356	Jaytrade Ltd – Cleaning Materials for Lodge Road	54.54	8.13
104357	Glasdon – New Dog Bin for The Hooe	110.88	16.51
104358	Open Spaced Society – Annual renewal	30.00	
104359	Chelmsford Group of Neighbourhood Watches – 7 signs for villages	210.00	
104360	BT – 2 Mobiles	11.81	1.76
104361	Solon Security – 500 UV pen 4 Torches (N Watch)	137.78	20.53
104362	Mrs K Kuderovitch – reimbursement for supplies at Staples (48 x A4 paper for Newsletter)	324.49	48.33
104363	Petty Cash – to be drawn by Cllr. Woricker	200.00	
104364	Ace Bins ( x 4 months June – Sept 08)	48.00	
104365	MG Training Consultancy (BCP Business Plan)	1260.00	
104366	B&Q Financial Services – Materials	24.22	
104367	CBC – Summer Parish Sports Programmes (2 sessions)	130.00	
104368	B.M.V.H – Hire of Hall	23.10	
104369	Ahead 4 – Installation of new PC in office	61.69	9.19
104370	Woodham Ferrers Village Hall Hire for PC Office Sept – Dec 2008	430.00	
<b>TOTAL</b>		<b>4017.04</b>	<b>193.68</b>

Salaries:

Cheque No.	Payment to	Amount £
104371	Mrs K Kuderovitch – September Salary	<b>£1437.39</b>
104372	Mrs K. Kuderovitch – Mileage for September 2008	
104373	Inland Revenue – Clerks Tax & NIC for September	
104374	Mr A.L. Manthorpe -	
104375	Mrs M. Webdale – The Hooe – NOT ISSUED	
104376	Mrs S. Marsh – Gatekeeper – Lodge Road – NOT ISSUED	
104377	Mrs N. Ovel – Cleaning at Lodge Road – NOT ISSUED	

**Income received since last PC Meeting =**

15/9/08	Credit from Essex County Council re: New Bus Shelters	£9,800.00
24/9/08	Credit from English Heritage re Grant for Priory Arch	£10,661.00
26/9/08	Credit from Chelmsford Borough Council 50% Precept	£23,644.00
<b>TOTAL</b>		<b>£44,105.00</b>

Date	Balance of all accounts held	Amount £
31/8/08	Barclays Community Account	6,863.63
31/8/08	Barclays Business Bonus Account	895.40
31/8/08	National Savings Post Office Account	13726.62









199. Planning 🍷

Cllr C. Saltmarsh gave a proposal that in the event of Planning Meetings being cancelled the Minutes from the last Meeting would be agreed at the next available Parish Council Meeting. This was agreed. Member agreed the comments to CBC on the following applications:


Application No		Decision
08/01493/FUL	<b>St Annes, Priory Road, Bicknacre, Essex CM3 4XH</b> Replacement Dwelling	Not supported (sympathetic with needs but outside dev area).
08/01641/FUL	<b>12 New England Close, Bicknacre, Essex CM3 4XA</b> s/s front & rear extension with replacement pitched roof to existing attached garage	Supported (differences on drawings highlighted to CBC)
08/01561/FUL	<b>67 Hill View, Bicknacre, Essex CM3 4XD</b> Demolition of existing and erection of new garage	Plans not received – awaiting from CBC Agreed to for Planning Officer to comment unless major issues arose – 13/10 Supported

200.	<b>Standing Orders &amp; Financial Risk Assessment</b> 🍷 Cllr J. Saltmarsh and the Clerk reviewed the Standing Orders and the Financial Risk Assessment and these were agreed by the Council (included Freedom of Information and Data Protection. The Clerk advised that soon a publications document would be compiled and that a template was available to follow. This information would then be posted to the web site for all to access.
201.	<b>Bye-Laws</b> Deferred – ongoing investigations.
202.	<b>Rural Housing Survey.</b> 🍷 The Clerk had received the report that afternoon so it was distributed and agreed to be an agenda item for November.
203.	<b>Traffic Advisory Committee</b> 🍷 Cllr. A. Mair to relay brief outcome from 1 <sup>st</sup> October meeting which he and the Clerk attended together with 2 TAC members. The detailed report was distributed and a brief overview of options discussed. Members to study the report, liaise with the TAC and, if necessary, ask Norman Robinson to meet again.
204.	<b>Football</b> A request from Danbury Mission to continue to play at Priory Fields was discussed. It was resolved that the Danbury Mission be offered the use of The Hooe which was vacant to safeguard the pitch condition at Priory Field, with immediate effect. The Council offered a charge of £20 to the end of the year when the situation would be reviewed. An e-mail from St. Andrews Football club was relayed by the Clerk and the Council resolved that, due to the amount of games being less than other clubs, the fees would be slightly reduced. Any additional games would be charged at £40 per game. The Clerk relayed the BMVH would be charging £20 per quarter for use of the disabled toilet to all Priory Field clubs. To help assist the BMVH the Clerk had agreed to add this to the invoices. The Clerk had met with Sharon Bridge and it was hoped that any issues would now be resolved by the team effort of the Parish Council & the BMVH Committee. It was resolved to offer Danbury Juniors a contract for the new pitches on Priory Fields and the Chairman to contact the club to arrange a meeting to draft a contract. Previous concerns surrounding the contract content were raised again and noted. Full Council would see the contract and agree in the near future. The Chairman reported that a team at Lodge Road had been refused use of the changing facilities by another team under the impression they had exclusivity. The Clerk confirmed this was not the case and the Chairman to talk with the clubs involved and report back. Woodham Radars requested use of both pitches for the coming Sunday afternoon and, as an exception, this was agreed to.
205.	<b>Friends of Priory Fields/Priory Arch</b> 🍷 Cllr. C. Saltmarsh reported on a very successful day at the fields with Ford. Cllr. Woricker informed



	<p>that the FOPF were seeking a new tractor. Correspondence from Duffield Stunt was discussed and it was agreed there had been a misunderstanding of the Parish Councils' request. The Chairman to contact Duffield Stunt to clarify. The Clerk reported the Chairman had given FOPF permission to liaise with Lynn Cameron of CBC regarding trimming of trees on the fields and permission sought.</p>
206.	<p><b>Bicknacre Community Project</b> The Chairman gave an update of the group's progress in that a business plan was being developed and it was hoped that in the near future an instruction would be able to be given to apply for £100K worth of funding. This funding would be the salary for 3 staff. The Chairman repeated that if the funding for the project was not raised within 3 years, it would be abandoned. A tree surgeon had been instructed to report of the trees around Priory Fields and then the Planning Application was complete. The Chairman informed that the land would be leased to the Church, not given.</p>
207.	<p><b>Freedom of Information Complaint</b> The Clerk reported a letter dated 3<sup>rd</sup> Sept 2008, to inform the Council there was no case officer at present and they would contact the Council in due course.</p>
208.	<p><b>New Bus Shelters</b>  Cllr. Blanks update the Council on further news of additional funding he had secured. It was resolved to place an order to replace the White Swan. Bus Shelter for Bicknacre at a cost of £7614 incl. VAT. Total grants received to date were recorded as £14,150.00 and Cllr. Blanks was congratulated for his outstanding efforts. Cllr. Blanks relayed further ideas to install Shelters in Bicknacre and Woodham Ferrers. It was agreed to consider one in the vicinity of The Bell Public House and Ormonds Crescent. Agenda item for November meeting. <b>Proposed: Cllr. A. Mair</b> <b>Seconded Cllr. C. Saltmarsh</b></p>
209.	<p><b>Parish Council Office/Meeting Notification</b>   The Clerk updated that a blind had been installed. The Clerk planned to purchase a new chair and some further furniture. The quote from Ahead4 for automatic back up facility was agreed for a year @ £15 per month &amp; VAT. Clerk gave details of next Parish Council Meeting @ CBC on 23<sup>rd</sup> October which Cllr. C. Saltmarsh &amp; Cllr A. Mair indicated their attendance. An offer for the purchase of the photocopier was relayed and agreed from Hullbridge Day Centre @ £200.00. Disposal of the old PC base unit was discussed, including stripping of all information, Clerk to make further enquiries. Advertising for Parish Newsletter to be an agenda item for November. <b>Proposed: Cllr. J. Saltmarsh</b> <b>Seconded: Cllr. R. Blanks</b></p>
210.	<p><b>Youth Council</b> The Clerk briefly relayed plans to form and assistance had been offered by a some local organizations/residents. Agenda item for November.</p>
211.	<p><b>Bicknacre Pre School</b>  The representatives gave a very information account of the Pre School as it stands and the aims of the Pre School going forward. A report had been previously distributed before the meeting. Council considered the report provided and briefly discussed and the representatives answered various questions posed. It was resolved to add to November agenda for further discussion. The Chairman offered the Pre School help from the Community Service and this was welcomed. The Chairman to make contact to arrange.</p>
212.	<p><b>General Village Reports/Correspondence (to include Field Reports - Priory/Hooe/Lodge Road &amp; Village Hall) Reps to report any incidents or problems.</b>   Clerk reported from her meeting with Sharon Bridge, BMVH which was productive. The draft contract from Woodham Ferrers Village hall was discussed and minor amendments to be done. Agenda item for November. The BMX ramp &amp; repairs were discussed and agreed but a detailed investigation to take place in the 2<sup>nd</sup> Quarter Budget Review in Nov to ascertain the future of the BMX Ramp. Repairs to the play equipment were discussed and the expenditure agreed. <b>Proposed: Cllr. A Mair</b> <b>Seconded: Cllr C. Saltmarsh</b> The Clerk reported Soap dispensers at Lodge Road installed (free of charge). A letter from a resident in Bicknacre was read by the Clerk and Councillors gave their views. Previous attempts to meet with the resident in question had failed. The Chairman suggested, with the assistance of Richard Poulter, to offer another meeting and the Council agreed with this decision, to find a way</p>



	<p>forward. The Clerk gave the field cutting report and confirmed she had the Health &amp; Safety documents required. The Neighbourhood Watch village signs had been ordered. The Solicitors had been informed that the Lodge Road Playing Field issues were resolved. The Clerk reported the BT 'adopt a phone box' initiative was in hand with 2 boxes in Woodham Ferrers being applied for. The Clerk relayed she was making enquiries surrounding both Village Halls and the Trust Deeds.</p>
213.	<p><b>Christmas Festivities</b> </p> <p>The Clerk relayed she had secured a date of Wed 3<sup>rd</sup> December for the festivities. St Mary's school would join in at Woodham Ferrers Village Hall from 4pm – 6pm and refreshments would be available after turning on the lights. In Bicknacre, Priory Primary School would join in under the tree at the Village Green at 6.30pm and then after at Jesters for refreshments. Estimated cost would be produced in November meeting for agreement. The Clerk to contact Horseshoe Nurseries for the loan of displays.</p>

FOPF meet 2<sup>nd</sup> Wednesday of each month.

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K. Kuderovitch  
13.10.08