

WOODHAM FERRERS & BICKNACRE PARISH COUNCIL

Minutes of a meeting of the Parish Council held on Tuesday 20th July 2004 at 20.00 at The Pitman Room, Bicknacre Memorial Village Hall.

Those in attendance: Cllr. C Saltmarsh in the Chair
Cllr. B. Arnold. Cllr. J. Bishop. Cllr. R. Blanks
Cllr. L. Carroll. Cllr.T. Dawkins. Cllr. J. Rushworth
Cllr. J. Saltmarsh. Cllr.G. Woricker.
Cllr. R. Poulter, Chelmsford Borough Council.

Clerk of the Council.

198. **Apologies.**
None.

199. **Minutes.**
The minutes of the Parish Council Meeting held on 6th July 2004 were approved and signed by the Chairman.

200. **Matters Arising.**
The Clerk reported that the Head and Chairman of the Governors of Priory Primary School have been informed of the appointment of Cllr. B. Arnold to the position of School Governor in succession to Cllr. C. Saltmarsh.

201. **Planning.**
Members considered the following applications:

04/00871/FUL **Charity Farm, Crows Lane, Woodham Ferrers.**
Retention of use of part of agricultural building for storage of beer barrels.
Members recommended two years' temporary consent.
CONDITIONALLY AGREED

04/01362/FUL **7, Priory Road, Bicknacre**
Conservatory to the rear. **NO OBJECTION**

04/01420/FUL **Dawn, Moor Hall Lane, Bicknacre.**
Replacement garage; single storey side extension; rooms in roof space to existing bungalow to include new dormer windows to front and rear.
NO OBJECTION

04/01455/FUL **Birkett Hall Farm, Main Road, Woodham Ferrers.**
Continued use of grain barn in connection with repair and maintenance of coaches and farm vehicles.
Members felt that there had been no change in this application to the previous application, which was refused. **OBJECTION**

Members noted the following decisions by C.B.C.:

04/00673/FUL

Hobclerks Farm, Crows Lane, Woodham Ferrers.

Change of use of agricultural buildings to storage of equine equipment, horse stables and office in connection with equine practice.

REFUSED

The Clerk reported on C.B.C.'s reasons for refusal.

Priory Farm. The Clerk reported that our solicitor has exchanged contracts and completed the transfer of land from the developer to the Parish Council. Essex County Council, Chelmsford Borough Council and English Heritage have been informed and offers of advice and assistance have been received in return. The Clerk will follow these up. **CK**

Members expressed their satisfaction that this has been achieved. Questions of fencing, insurance, and preparing the site for public access now need to be addressed.

The Clerk reported on contacts with the developer regarding the missing markers. He will arrange for them to be replaced and will inform the Parish Council when it is done. The Clerk will request some extra markers in one position to make the boundary clearer. **CK**

The Clerk has also been in contact with the fencing contractor. An amended quotation has been received, and this was accepted by members. The Clerk will instruct the fencing contractor to go ahead, and will also contact the developer to confirm that the fencing contractor can have access to the field through the farmyard as previously agreed. **CK**

Members then discussed the clearing of the field containing the monument. The Chairman thanked Cllr. T. Dawkins for his work clearing the undergrowth, and also Mr. Mark Woricker for his very timely assistance. The Clerk will write to thank him. **CK**

Members discussed further clearing work, and felt that a brush cutter and protective clothing would be needed.

Cllr. G. Woricker undertook to contact Maldon Archaeological Society regarding the survey of the foundations of the ancient monument.

Members then considered the laying out of a footpath and the construction of a bridge over the brook. These items will be considered further at the next meeting.

Members decided that the Clerk should write to the insurers to inform them that the transfer of land has now been completed, but that it is not yet open to the public; also that the order for fencing has now been placed. **CK**

Cllr. J. Bishop will summarise events in his next article for "In Touch" magazine, and float the idea of a "Friends of Priory Arch" association.

East Hanningfield. Cllr. R. Poulter reported that application no 04/01018/FUL has been withdrawn, but the recommendation to the Planning Committee had been to refuse planning permission. It is expected that a new application will be made shortly.

202. **Accounts.**

Members approved the following cheques for payment:

V.A.T.

H.M. Land Registry. (Cheque sent to solicitors 8.7.2004).	Ch. No 103274.	£ 40.00.	
Ace Bins Countryside.	Ch. No 103275.	£ 10.00.	
Duffield Stunt. Solicitors.	Ch. No 103276.	£1940.75.	£ 262.50.
D. Wybrow. Handy man.	Ch. No 103277.	£ 47.09.	£ 1.03.
Bicknacre M.V.H. Lettings.	Ch. No 103278.	£ 33.75.	
Woodham Ferrers V.H.	Ch. No 103279.	£ 16.00.	

203. **Annual Audit 2003-2004.**

Members considered some procedural changes arising from the recent internal audit section of the Annual Audit for 2003 2004.

Budget arrangements. Members agreed to review the budgets quarterly and to amend the method of recording the figures.

Invoices. Members agreed that invoices issued by the Parish Council should request settlement in 28 days from the date of the invoice.

Petty cash. Petty cash will be checked by the internal auditor (monthly), and by a Councillor (quarterly).

Risk Assessment. Members decided that the Clerk should discuss questions of non financial risk assessment with other Clerks and with E.A.L.C. and report back as soon as possible.

204. **Field Reports.**

204.1 Priory Field.

Field Officers reported that the goal mouths on the football pitches are showing bare patches and need reseeding again. The Clerk will contact the grass cutting contractor. **CK**

204.2 The Hooe.

The Chairman referred to the draft letter to our insurers and will send copies to all Councillors requesting their urgent response.

The Chairman has downloaded copies of all RoSPA play safety and other associated publications and will pass a CD copy to the Clerk to be held for future reference.

Members decided that the Clerk should order the RoSPA Wheeled Sports publication (£5 + p&p), and request that the Essex Public Library acquire the specialised and more expensive BSI publication PAS 35 relating to skateboarding facilities (£56). **CK**

Cllr. J. Saltmarsh brought forward a number of issues arising from recent reports by the Playground Inspector. They are as follows:

1. The bench near the swings has recently been set alight. The Clerk will ask the handy man to reverse the boards if possible. **CK**
2. The dirt track near the BMX ramp has a number of sharp metal objects in it, and a large trough has been dug in it area. Field Officers will investigate.
3. The gate at the entrance to the playing field has not been repaired. The Clerk will remind the handy man. **CK**
4. The Playground Inspector has requested the purchase of a litter picker. This was agreed. The Clerk will place the order. **CK**

Members discussed the need for a post installation play equipment inspection by RoSPA, which has been requested by the insurers. In spite of the fact that the contractors guarantee their products by the same legal standards as RoSPA, members felt obliged to have the inspection done. The Clerk will make the arrangements. The RoSPA fee will be added to the total cost of the scheme. **CK**

204.3. Lodge Road.

Members agreed that the RoSPA inspectors should be asked to examine the repaired climbing frame at the same time as they do the post installation inspection at The Hooe. The Clerk will arrange this, and also follow up the request made to the original installers to give the Parish Council a view on the future useful working life of the equipment. **CK**

The Clerk reported on contacts with the grass cutting contractor. The damaged bench will be replaced with a new one which is now on order. The bark will be raked and weeding carried out around the play equipment. It was agreed that a bowser would be used as appropriate when reseeding is done.

Cllr. J. Bishop reported on contacts with the football club. They propose to start playing friendly games in mid August, and will start training this week (but not using the newly seeded

goal areas). The club proposed to consider moving the position of the goal posts, and will let the Parish Council know if new sockets will be needed.

The football club has further plans for the future of Lodge Road playing field, but would like to be assured that the Parish Council has a long lease before committing themselves. Cllr. R.

Poulter undertook to chase this matter up with Chelmsford Borough Council. The Clerk will copy earlier correspondence to him. **CK**

205. **Peartree Lane.**

The Clerk produced a draft letter to residents of the area seeking their views on possible action to deal with traffic problems in Peartree Lane. Members decided to widen the area to which the letters would be delivered and requested a response by mid August. The Clerk will produce and deliver the letters. **CK**

206. **Winter Service Review.**

Members noted the contents of the review.

207. **Training Opportunities.**

Members considered the latest training opportunities from E.A.L.C. The Clerk will make the arrangements. **CK**

208. **Essex County Council County and Parish Document.**

Members noted the contents of the document and will await the appearance of new developments with interest.

209. **Information.**

Cllr. R. Poulter drew members' attention to the roadworks in Creephedge Lane.

Cllr. R. Poulter also referred to the possibility that public phone boxes may be taken away.

Cllr. R. Poulter gave his apologies for the next Parish Council meeting.

Cllr. G. Woricker remarked that the hedge has been cut back between St. Mary's School and Hill Farm in Woodham Ferrers, but the work has not been done well.

Cllr. G. Woricker also reminded members of the Parish Tour to take place in Woodham Ferrers on the coming Saturday morning.

Cllr. L. Carroll thanked members for their support at the recent Dog Show. Members congratulated Cllr. Carroll on the success of the event.

Cllr. T. Dawkins reported that the police had been using the S.I.D.S. equipment in Bicknacre during the previous week.

Cllr. T. Dawkins also noted that the recent London to Southend Bike Ride may have interfered with an E.C.C. traffic census.

210. **Council Diary.**

Members to note the Council Diary as follows:

24 th July 2004.	Parish Tour. Woodham Ferrers. 10.00.
26 th July 2004.	Agenda for next P.C. meeting closes.
3 rd August 2004.	Parish Council Meeting. B.M.V.H. 20.00.
9 th August 2004.	Childrens' Play Day. B.M.V.H.
13 th August 2004.	Football training. Priory Field. P.M.
30 th August 2004.	Agenda for next P.C. meeting closes.
7 th Sept 2004.	Parish Council meeting. B.M.V.H. 20.00

There being no further business the meeting was closed at 22.10.

David Godfrey. Parish Clerk. 22.7.2004.