



	<p>present as the Proper Officer of the Council. After discussion as to the initial role played by Jesters and insurance implications regarding the equipment, it was resolved to look at the funding bid and meet with the current youth volunteers to discuss further before making any official response to Jesters. The Chairman asked Cllr P. Mair if she would like to get involved in the Youth Group which she kindly accepted. The meeting would be arranged and the item would be back on the agenda in January 2013.</p>
161/12.	<p>Priory Fields Management Committee/Friends of Priory Fields Cllr C. Saltmarsh gave the Clerk a copy of the completed RX1 document. Cllr C. Saltmarsh reported that Friends of Priory Fields would clear and maintain the ditch indefinitely at the fields for a one off sum of £400. All were in favour. Proposed: Cllr. C. Saltmarsh Seconded: Cllr. A. Mair</p>
162/12.	<p>Rural Housing 🍷 The Clerk reported that negotiations were ongoing with the landowner and that this would be an on-going agenda item.</p>
163/12	<p>Policies and Procedures 🍷 New model Standing Orders were presented in draft form for discussion and agreement in January 2013. The Chair and Clerk advised that Councillors should look over the model and that a revision was due again shortly. Cllr Mair suggested an amount be set aside for legal costs for Councillors. Cllr Poulter responded that a complaint against a Councillor's Code of Conduct would be a personal expense if legal advice was taken. The Clerk advised that the Monitoring Officer was also present to advise Councillors and Cllr Poulter reported of extra people available at Chelmsford City Council also. The Clerk advised some boxes were still to be filled in and that some items were mandatory and some could be adjusted to suit an individual council. The Clerk was obtaining a quote for an individual session.</p>
164/12	<p>Priory Acres/Danbury Juniors Cllr Huggett requested that this item be moved to the confidential section due to urgency of the matter and the protection of personal details. After discussion and advice from the Clerk and Cllr. Poulter the Chair asked for a vote to agree to Cllr Huggets requested and all Councillors were in favour. The public would therefore be excluded.</p>
165/12.	<p>Accounts 🍷 🏦 The Clerk to reported on Unity Bank (the recommended bank for Parish Councils by the Essex Association of Local Councils). The reasons for the change were reported as:</p> <ul style="list-style-type: none">• the poor level of service received previously• more attractive interest rates• Unity would provide a credit card (for internet purchases)• Unity offered a two/three tier security allowing payments to be checked before sending (previously highlighted on the financial risk management) <p>Cllr A. Mair suggested that Council wait to take a decision to check if Council would be safeguarded in the bank folded. It was reported that the bank was covered by the FSA up to £85,000. All was in agreement to make the change, the Clerk to make the necessary arrangements. Proposed: Cllr. R, Blanks Seconded: Cllr. K. Wilkin</p> <p>The budget review for Precept was presented by the Clerk as £54,230.00 the Clerk anticipating the Council wished for 0% rise for the third consecutive year. The Clerk advised that if Council wished to make available a large sum for projects in the future they would have to consider raising the Precept. The Clerk reported that important news affecting the budget was awaited from Chelmsford City Council and that the figure agreed had been advised by CCC to be tentative and subject to change. The Clerk asked that if the figure should change herself and the Chair have the authority to make the adjustment and this was agreed. Cllr Poulter added information about the local support and reported the decision may not be until January 2013.</p>



	<p>The Clerk recommended that no decisions be made as to any grants until such information had been received and this was agreed. The Chair asked the Clerk to give a breakdown of two sets of figures relating to salary payments.</p> <p>Proposed: Cllr. P. Mair Seconded: Cllr. C. Saltmarsh</p> <p>The Clerk reported three extra cheques to be raised, picnic benches, petty cash and remembrance wreath.</p>
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Payment Method	Payment to:	Amount £	VAT £
D/D	Canon UK Ltd – Replacement staples	58.44	9.74
BACS	6.11.12 Mr M. Wilson Maintenance – Various Tasks	188.91	
BACS	13.11.12 BMVH Rental Fees October 2012	19.20	
BACS	13.11.12 Bakers of Danbury – Inspection of Priory Arch & Report	150.00	25.00
BACS	13.11.12 Stepforward Promotions – Youth Group Film Night 12.1.2013 (from funds held)	360.00	60.00
13.11.12	John Cousins – Top to Toe – Restoration of Village Signs	650.00	
14.11.12	Danbury Players – Panto Tickets for Youth Group (from funds held)	165.00	
16.11.12	BT – Parish Council Mobile Phone	26.76	4.46
20.11.12	Canon UK Ltd – Photocopying charges 9.6.12 – 8.9.12	176.53	29.42
21.11.12	Miss T Creez – delivery of Youth Group flyers to Woodham Ferrers (from funds held)	30.00	
21.11.12	Mrs K Kuderovitch – Internet Purchase Hi Viz Jackets x 5 & gloves	47.02	7.84
D/D	22.11.12 E-On – Priory Playing Fields	24.00	tbc
D/D	22.11.12 E-On – Lodge Road	17.00	tbc
BACS	26.11.12– Essex Lights Christmas Lights	456.00	76.00
D/D	28.11.12 – Essex & Suffolk Water – Lodge Road	18.45	
104834	4.12.12 Mr Roy Hay – Manufacture of Picnic Benches x 5	250.00	
104835	4.12.12 Petty Cash	100.00	
104836	4.12.12 Royal British Legion – Wreath for Remembrance Sunday	21.00	
		2758.31	212.46

Salaries November :

Payment Method	Payment to	Amount £
BACS	19.11.12 HMRC Tax & NIC for Staff November 2012	£2679.48
BACS	19.11.12 Mrs K Kuderovitch – November Salary	
BACS	19.11.12 Mrs M. Webdale – The Hooe November Salary	
BACS	29.11.12 Mrs K Kuderovitch – Mileage November	
BACS	19.11.12 Mrs N. Ovel – Lodge Road Cleaning	
104837	Mrs S Marsh – November Lodge Road	
104838	Scottish Life – Clerks Pension	
Date	Balance of all accounts held	
30.9.12	Barclays Community Account	£
30.9.12	Barclays Business Saver	£

Income:

22.11.12	Residents donation towards repair of Woodham Village Sign	£50.00
22.11.12	St Marys School purchase of 5 a side football goals (youth funds)	£150.00
22.11.12	Woodham Radards Pitch Fees 12-13 (1 st instalment)	£381.66
22.11.12	Advertisement for Mikes Chippy Dec News (added to Petty Cash)	£5.00
TOTAL		£586.66



Application No	Details	Cllr. to report
12/01606/FUL	Tir Byr, Priory Lane, Bicknacre CM3 4EZ Amendment to planning ref 10/00602/FUL to change flat porch roof to a pitched roof	JS Comments submitted : No local issues
12/01582/FUL	Kent House, Main Road, Bicknacre CM3 4HW Detached outbuildings	No local issues Roof height note
12/01631/FUL	12 Sunnyway Cottages, Bicknacre Road, Danbury Chelmsford Essex CM3 4ES First floor rear bedroom extension	KW to report
12/05239/TPO	St Giles, Moor Hall Lane, Bicknacre, Chelmsford Essex CM3 8AR G2 - Oak opposite No 3 St Giles - remove part of a large branch that is very close to bungalow and overhangs the access road to the complex	For info
12/01569/FUL	Anchor House, Main Road Woodham Ferrers Chelmsford Essex CM3 8RN Construction of mono-pitched roof over existing rear extension	No local issues
167/12	Football/Parking The Clerk reported a local man had been employed as a parking marshal but had not had the opportunity to start as football had not been played The inspection timings at Priory Playing Fields was discussed and Cllr Wilkin to meet with one rep from Danbry Juniors to discuss. The Chair reported from a visit to Bradwell with Woodham Radars to the possibility of siting a portacabin for new changing facilities at Lodge Road..	
168/12.	Christmas 2012 🍷 Members discuss the Christmas carol event and it was reported as a success. Councillors commented on the impressive lights display and the Clerk reported the Christmas competition results.	
169/12.	General Village Reports/Correspondence (to include Field Reports - Priory/Hooe/Lodge Road) & Village Hall) Reps to report any incidents or problems. 🍷 📱 The Clerk had made contact with Adventure Playgrounds re damaged equipment at The Hooe and was awaiting photos to obtain a quote. The maintenance man had covered over the open man hole at The Hooe until further action. Cllr Blanks, on request from the Clerk, had made enquiries as to the possibility of low level lighting on the Bridleway at Thriftwood and would report back. The Clerk reported on intended training session for Councillors on the Local Code of Conduct and reported she had requested an evening and daytime session and dated would be forthcoming. The Clerk reported there was no contract in place for the CCTV at Priory Fields and Councillors felt it important the cameras were functional. The Clerk reported a camera wasn't working. It was agreed to enter into a contract with the Priory Primary School at a cost of approx. £150 & call out fee for broken camera. Proposed: Cllr. C. Saltmarsh Seconded: Cllr. A. Mair Web site upgrade update – the gentleman had been away but had started work. Letters from residents in relation to:	



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



	<p>a) a grant application from the Scouts – deferred.</p> <p>b) The Woodham Ferrers Village Sign – suggestion of a moulding to be taken – Clerk to make enquiries as to the costings</p> <p>c) St Marys Churchyard – deferred to be discussed.</p> <p>d) A grant application from First Responders</p> <p>Lodge Road – gate closure issues resolved</p> <p>Telephone boxes in Woodham Ferrers (Ormonds Crescent) – the art group had supplied postcards to be displayed and this was in progress. The Clerk asked Cllr Blanks if the WFFVH Committee had agreed to display the children’s artwork and this had been agreed.</p> <p>Councillors were invited to share any items not covered:</p> <p>Cllr Wilkin reported the tubs on the greens flowers were struggling and may need attention.</p> <p>Cllr Poulter reported on locations in Bicknacre that had experienced flooding. Chelmsford City Council had the power to carry out investigations and report. Cllr Poulter suspected the responsibility was with the Environment Agency.</p> <p>Cllr. Poulter also reported that the Community Info point in South Woodham Ferrers had been taken over by CCC.</p> <p>The Chair reported that herself, Cllr C. Saltmarsh and the Clerk were attending a function on Wednesday 5th Dec to accept the Quality Status from the Mayor.</p> <p>The Chair also reported from the recent Highways Panels Meeting and the pending request for 20mph speed limits outside our schools.</p> <p>The Clerk reported the Parish office was not going to re-open until the 8th January so the January meeting would be the 15th January 2013. All was in favour.</p>
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The following agenda items are of a confidential nature and will be closed to the public

164/12	<p>Priory Acres/Danbury Juniors</p> <p>Cllr Huggett gave a report. The Council resolved to make contact separately with the two groups.</p>
170/12	<p>Personnel Committee Report.</p> <p>The Chair reported.</p>

FOPF meet 2nd Thursday of each month.

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K. Kuderovitch
5.12.12