



# WOODHAM FERRERS AND BICKNACRE PARISH COUNCIL A QUALITY COUNCIL



MINUTES OF THE PARISH COUNCIL MEETING held on  
Tuesday 5<sup>th</sup> February 2013 at 19.30 at Bicknacre Memorial Village Hall, Bicknacre, Essex



= Expenditure decision



= A resolution to be made

**THE CHAIRMAN TO REQUEST MOBILE PHONES ARE SWITCHED OFF**

## DRAFT

In Attendance:		
Cllr. J Saltmarsh (Chairman) Cllr C. Saltmarsh Cllr. A. Mair	Cllr. R. Blanks Cllr. B. Huggett Cllr. P. Mair	Clerk of the Council – K. Kuderovitch
15/13.	<b>Declaration of Interests</b> All Members are reminded that they must disclose any interests they know they have in items of business on the meeting's agenda and that they must do so at this point on the agenda or as soon as they become aware of the interest. They are also obliged to notify the Monitoring Officer of the interest within 28 days of the meeting, if they have not previously notified her about it. The Clerk to offer members the opportunity to declare any interests and note them.	
16/13	<b>Apologies</b> Cllr White & Cllr Poulter	
17/13	<b>Minutes</b> 👍 The Minutes of the Parish Council Meeting of 15 <sup>th</sup> January 2013 were reviewed and signed. <b><i>On the motion of the Chairman the meeting will be adjourned for 15 minute for members of the public/press to address the Council.</i></b> A resident made enquiries to the previous agenda. A rep from the Priory Acres Group stated he was present in the event Councillors had questions. A rep from Danbury Juniors voiced the concerns of the impact of the proposed building to the football club.. A rep from Priory Acres asked if overlapping of pitches could take place. A resident made reference to an historic piece of information about the football pitches. A rep from Danbury Juniors asked if he was permitted to make objections to the build and he was advised as a member of the public he was. <b><i>The Chair permitted the public session to run for 20 minutes.</i></b>	
18/13	<b>Resignation of Councillor/Vacancy/Officers</b> The Chairman reported on the resignation of Cllr K. Wilkin and the Clerk advised the application for the vacant position was open until 12 <sup>th</sup> February 2013. The open positions on the Officers list were highlighted and Councillors offered the positions. Cllr P. Mair agreed to accept the Trees, Pathways and Open Spaces position. Cllr A. Mair agreed to join the Personnel Committee. Cllr R. Blanks agreed to temporarily accept the position of inspecting the football pitches at Priory Playing Fields. Open positions – Planning – the Clerk requested in the absence of the Chairman Cllr A. Mair deal with all Planning Applications.  The Chairman reported the resignation of Cllr. B. Webster. The Clerk confirmed there were now 2 vacant positions, 1 in Bicknacre Ward and 1 in Woodham Ferrers Ward. No applications had been received for the Bicknacre Ward as yet.	

**Clerk of the Council:**

Mrs K Kuderovitch  
Parish Council Office,  
Woodham Ferrers Village Hall, Main Road,  
Woodham Ferrers, CM3 8RJ  
01245 328988  
E Mail [clerk@wfabpc.org.uk](mailto:clerk@wfabpc.org.uk)





19/13	<p><b>Priory Acres/Danbury Juniors</b></p> <p>Councillors reviewed the plans provided by the Priory Acres group and the Chair used her powers to ask a rep from the Priory Acres group to give Councillors an explanation of the plans. The Chair asked the Clerk to supply Councillors with a copy of all relevant information. The Clerk advised the Chair to call an Extraordinary Parish Council Meeting, invite all potential affected parties to make their representations at the meeting in the Public Session and then close the meeting to the public. The Chair agreed and advised Councillors a meeting would be called towards the end of April 2013 (evening). All agreed.</p> <p><b>Proposed: Cllr J. Saltmarsh</b> <span style="float: right;"><b>Seconded: Cllr. A. Mair</b></span></p>
20/13	<p><b>Rural Housing</b></p> <p>The Minutes of the Meeting which took place at Chelmsford City Council on Friday 25<sup>th</sup> January 2013 were discussed. The Clerk reported if the build went ahead there was a potential £55,199 planning gain which the Parish Council would receive to improve local facilities. The Parish Council would await further news.</p>
21/13	<p><b>Priory Fields Management Committee/Friends of Priory Fields</b></p> <p>Cllr C. Saltmarsh reported that the group had reviewed the draft Deed of Covenant and had suggested a section be altered. The Chair asked Cllr C. Saltmarsh to ask the PPMC to bring to the Council their proposals. The Clerk also reported that she had obtained a grant of £139.50 for fruit trees and that she had invited them to join in the Easter Parish Sports Sessions.</p>
22/13	<p><b>Training</b> 👍</p> <p>Councillors discussed the outcome of the Extraordinary Meeting held on 22<sup>nd</sup> January and the Chair asked if the content had been submitted to the Essex Association of Local Councils. The Clerk to submit to Joy Darby at the Essex Association of Local Councils.</p>
23/13	<p><b>Accounts</b> 👍 📄</p> <p>The Clerk report on the decision from Chelmsford City Council re tax bases and advised no change was required to the Precept. The 3<sup>rd</sup> Quarter Budget Review was reviewed and agreed and signed by the Clerk and the Chairman.</p> <p>Clerk advised that in view of the absence of Cllr C. Saltmarsh for a 2 month period, to safeguard the Parish Council being able to make financial commitments that Cllr R. Blanks be added to the Barclays account as a signatory and the change to Unity Bank be scheduled for May 2013.</p> <p>The Clerk reported she had reviewed all services with BT (Internet, Mobile &amp; Office Phone) and had reduced the cost in all areas and included a back up and security facility 50% cheaper than the current provider. The Clerk clarified the St Marys Church Grant was intended as a regular contribution but after discussion this was not agreed. It was agreed to make a one-off payment of £100.00</p> <p><b>Proposed: Cllr. C. Saltmarsh</b> <span style="float: right;"><b>Seconded: Cllr J. Saltmarsh</b></span></p>

Payment Method	Payment to:	Amount £	VAT £
14.1.13	Black Chrome – Website rewrite and training	660.00	110.00
16.1.13	BT Mobile Phone 07918 648699	49.32	8.22
22.1.13	E-On – Lodge Road	12.00	
22.1.13	E-On Priory Playing Fields	24.00	
22.1.13	Anglian Water – Lodge Road	95.23	
22.1.13	Ahead 4 Ltd – PC Support for non functioning e-mail	45.00	7.50
22.1.13	BF Grounds Maintenance – December	600.00	100.00
28.1.13	Essex & Suffolk Water	18.45	
30.1.13	East of England – Fruit Trees for FoPF (grant from CCC)	125.50	
104842	Essex Wildlife Trust Annual Subs	40.00	
104843	Costco – Annual Subs	38.40	tba



104844	Danbury & Bicknacre First Responders	250.00	
		<b>1707.90</b>	<b>tba</b>

Salaries January :

Payment Method	Payment to	Amount £
8.1.13	Mr S Jarrard – Litter Picking	<b>£1713.97</b>
21.1.13	Mrs K. Kuderovitch – Salary January	
21.1.13	Mrs M. Webdale – The Hooe	
21.1.13	Mrs N. Ovel – Lodge Road	
22.1.13	Scottish Life Pension	
22.1.13	Mrs K Kuderovitch - Mileage	
104845	Mrs S. Marsh – January Salary	
<b>Date</b>	<b>Balance of all accounts held</b> Barclays Community Account Barclays Business Saver	

24/13. a) Planning

Application No	Details	Cllr. to report
13/00109/FUL/ 13/00110/LBC	<b>The Old Rectory, The Street, Woodham Ferrers, Essex CM3 8RG</b> Two storey rear extension, alterations to existing garage & conversion to habitable space. Insertion of new f/f side window and rooflight	<b>No local issues</b> previous comments re parking apply
13/05006/TPO	<b>1 Deerhurst Chase, Bicknacre Essex CM3 4XG</b> Silver birch – reduce top height by 2m and lateral spread by 1m	Info
TPO/2013/002	<b>Land East of 22 and 24 Monks Head, Bicknacre Essex</b>	Info
13/05017/TPO	<b>18 Brockenhurst Way, Bicknacre, Essex CM3 4XW</b> Oaks x 2 Overhanging – Health & Safety	Info
13/00048/FUL	<b>TopVans Bicknacre Road Danbury Essex CM3 4ES</b> Temporary change of use for 18 months for retail in conjunction with existing use	<b>Withdrawn</b>

**Clerk/Councillors to report any other planning concerns.**

25/13	<p><b>Bicknacre &amp; Woodham Ferrers Youth Group</b> The Chairman &amp; Cllr P. Mair reported from the recent meeting with Youth Group Reps and the Chair read a recommendation that the request from Jesters in connection with youth equipment could not be fulfilled. The Chair and Cllr P. Mair recommended that things continue as they are with all equipment under the ownership of the Parish Council and used at the organised Woodham Ferrers &amp; Bicknacre Youth Group events only. <b>Proposed: Cllr R. Blanks</b> <span style="float: right;"><b>Seconded: Cllr C. Saltmarsh</b></span> The Clerk reported (in her role as a Youth volunteer) that the event on Saturday 2<sup>nd</sup> February was very successful. Cllr C. Saltmarsh and Cllr Huggett congratulated the group. .</p>	
26/13	<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> </p> <p>March Newsletter – the Clerk confirmed submission date of 20<sup>th</sup> February and hoped to have the magazine out end of Feb/early March. The Clerk asked for Councillors to make contact with the unknown litter pickers so the Clerk could issue them with safety equipment – a note to be put in the March newsletter. Oil Purchasing Scheme – also a plea for a local volunteer to facilitate the role.</p>	



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



	<p>Maintenance – Clerk reported tasks completed and the Chair complimented the Maintenance Man and Cllr Blanks on their efficient salt spreading in the recent bas weather.</p> <p>The Hooe project – contact from a residents was reported and it was suggested to add a survey in the March Newsletter for input into what local residents wanted at The Hooe.</p> <p>The Chairman and Cllr C. Salmarsh would be absent from Monday 11<sup>th</sup> February until Friday 19<sup>th</sup> April 2013. In the Chairman’s absence, the Vice Chair would run the meetings and take any emergency decision required.</p> <p>Love where you live – the Clerk had invited the two locals schools to participate. A strip of land in the Westerings had been added to the Contractors commitments.</p> <p>Annual Parish Meeting 10<sup>th</sup> May 2013 – the Clerk ask Councillors to note the date.</p> <p>Easter Parish Sports Sessions - Thursday 4<sup>th</sup> &amp; Wednesday 10<sup>th</sup> April at Priory Playing Fields.</p> <p>It was reported the non functioning lights at two bus stops in Woodham Ferrers were to be repaired asap. The Clerk asked as to the enquiry re reduction of speed on B1418 and Cllr Blanks reported it was pending. The Clerk was requested to make enquiries to the speed reduction in Moor Hall Lane.</p> <p>It was reported there had been a speeding First Bus involved in an accident in Bicknacre and an investigation was being held. Cllr P Mair asked the Clerk for an ID badge and the Clerk would order asap.</p> <p>It was reported an initiative in the US of alleyways being locked by local residents and asked re the speed limit in Leighams Road and the footpath light from Deerhurst Chase to Thriftwood.</p> <p>It was reported the damaged bridge in Priory Road and questioned when it would be repaired. Enquiries as to the repairs to the seat at the triangle in Woodham Ferrers. The Clerk asked Cllr Blanks to make enquiries.</p> <p>It was requested that a meeting should be called of the Lodge Road Working Party and the Clerk advised she had attempted to have Woodham Radars commit but this was proving difficult. The Council resolved all members be sent another request asap.</p> <p>It was reported that the Post Office was in threat to close again in March 2013.</p>
--	---

**The following agenda items are of a confidential nature and will be closed to the public**

27/13	Nothing to report.
-------	--------------------

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

.....

K. Kuderovitch  
11.2.13