



WOODHAM FERRERS AND BICKNACRE PARISH COUNCIL

A QUALITY COUNCIL



MINUTES OF THE PARISH COUNCIL MEETING held on
Tuesday 4th June 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

In Attendance:		
Cllr. J Saltmarsh (Chairman) Cllr C. Saltmarsh Cllr. A. Mair	Cllr. R. Blanks Cllr. P. Mair Cllr N. Baker Cllr. S. Sinclair	Clerk of the Council – K. Kuderovitch

45/13.	Declaration of Interests All Members were 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 offered members the opportunity to declare any interests and note them.
46/13	Apologies Cllr. L. White, Cllr B. Huggett
47/13	Minutes 👍 The Minutes of the Annual Parish Council Meeting of 14 th May 2013 were approved and signed Proposed: Cllr C. Saltmarsh Seconded: Cllr. P. Mair. On the motion of the Chairman the meeting was adjourned for 15 minute for members of the public/press to address the Council. The Chairman of Priory Acres was present to respond to Parish Council requests. The Parish Council requests a business plan document to be submitted to them for 2 nd July 2013.
48/13	Welcome to Cllr. Nancy Baker (Woodham Ferrers) & Cllr. Sandy Sinclair (Bicknacre) The Chairman welcomed the new Councillors and they signed the Declaration of Acceptance of Office and participated in the meeting.
49/13	Vacant Officer Roles The Clerk confirmed the role for Tree matters to Cllr P. Mair Cllr S. Sinclair took the role of Footpaths, Open Spaces and Bicknacre Village Green Cllr. N. Baker took the role of Woodham Ferrers Village Green Cllr A. Mair agreed to continue for another year on the Personnel Committee. Priory Playing Fields – Cllr J. Saltmarsh/Clerk Priory Fields Management Committee – 1 space vacant. Environment & Recycling – vacant.
50/13	Priory Fields Management Committee/Friends of Priory Fields Cllr C. Saltmarsh's report included tree inspections, metal detecting, new information board and the Bicknacre Fete on 8 th September 2013. The Clerk had questions regarding Health & Safety for the event.
51/13	Priory Acres/Build at Priory Playing Fields Council reviewed the project status and await further information from the group.
52/13	Accounts 👍📄

Clerk of the Council:

Mrs K Kuderovitch
Parish Council Office,
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	4 th Quarter Budget & External Audit figures – the Clerk recommended an Extraordinary Parish Council Meeting on 26 th June 2013 for 1 hour on finance only. All agreed. Clerk requested signatories for the Unity Bank application to be confirmed on 26 th June- Cllr. A Mair resigned from his duties. Councillors deferred expenses agreement awaiting further information.
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Payment Method	Payment to:	Amount £	VAT £
BACS	9.5.13 I4C Publicity – Chairmans Badge for Cllr J Saltmarsh	20.22	3.37
BACS	9.5.13 John Cousins Top to Toe – Treatment to x 2 bus shelters in WF	175.00	
BACS	10.5.13 Mrs K Kuderovitch – Reimbursement for refreshments for APM	34.21	
BACS	14.5.13 Rental Fees Bicknacre Village Hall – January 2013	30.72	
BACS	14.5.13 Rental Fees Bicknacre Village Hall – April 2013	30.72	
BACS	17.5.13 BT Retail – PC Mobile	36.12	6.02
D/D	22.5.13 E-On Priory Playing Fields	24.00	1.14
D/D	22.5.13 E-On Lodge Road Playing Fields	12.00	0.57
D/D	28.5.13 Essex & Suffolk Water Lodge Road	2.21	
BACS	28.5.12 Woodham Ferrers Village Hall Hire Fees	10.00	
BACS	28.5.13 Chelmsford City Council – Lease The Hooe	10.00	
BACS	28.5.13 Chelmsford City Council –Play in the Park Easter 2013	300.00	
BACS	29.5.13 Came & Co Annual Insurance Premium	1935.41	
BACS	29.5.13 BF Grounds Maintenance April & Greens (overpayment adjusted)	240.00	40.00
BACS	29.5.13 A to Z Stationery	125.52	20.92
BACS	29.5.13 Cllr C Saltmarsh – Mileage claim for Solar Visit to Cambridge	90.15	
		£3076.28	72.02

Salaries May 2013 :

BACS	14.5.13 Mr S Cornell – APM Invites	£2019.67
BACS	20.5.13 Mrs K Kuderovitch – May Salary	
BACS	20.5.13 Mrs S Marsh – Lodge Road May Salary	
BACS	20.5.13 Mrs M Webdale – The Hooe May Salary	
BACS	20.5.13 Nrs N Ovel – Lodge Road Cleaning May Salary	
BACS	20.5.13 Nrs J Higgins – Car Park Marhsal Priory Playing Fields	
BACS	28.5.13 Mr A Manthorpe – APM Invites	
BACS	29.5.13 Mr S Jarrard – Litter Picking April & APM Invites	
D/D	21.5.13 Scottish Life Assurance– Mrs K Kuderovitch - Pension	
BACS	Mrs K Kuderovitch – Mileage – April & May 2013	
29.5.13	HMRC Tax & NIC for staff	
Date	Balance of all accounts held Barclays Community Account Barclays Business Saver	

Income:

21.5.13	AFC Woodham FC – One Off Pitch Fee Priory Fields	£45.00
29.5.13	E-On (refund)	£25.90

53/13. a) Planning

Application No	Details	Cllr. to report
13/05096/TPO	53 Peartree Lane Bicknacre Chelmsford Essex CM3 4LS T4 - Oak - frontage of 53 Peartree Lane - crown reduction by 2-2.5m max cutting to suitable growing points, clean out deadwood and give clearance to service cables	For info

Clerk/Councillors to report any other planning concerns. Council to discuss the appeal report from CCC



54/13	<p>Proposed Solar Project, Jackletts Farm Cllr C Saltmarsh reported himself and the Chair would attend the open evening on 5th June and the Clerk would make the Councils views known. An open day in Bicknacre would be requested giving all residents an opportunity to gain more knowledge.</p>
55/13	<p>Community Evening Cllr Blanks gave Council details for a suggested quarterly event which was agreed.</p>
56/13	<p>Parish Council Meeting July/Training 🍷 Clerk recommended the Parish Council Meeting of 2nd July go ahead but would mainly be the EALC training session and this was agreed...New Councillors and Chair were offered training dates - training record was requested to be updated.</p>
57/13	<p>General Village Reports/Correspondence (to include Field Reports - Priory/Hooe/Lodge Road) & Village Hall) Reps to report any incidents or problems. 🍷 📹 Clerk to report which included: The Council agreed a new addition to the BF Grounds Maintenance contract and Clerk to make enquiries as to the extension of the contract period- agreed unanimously. Annual Playground Inspections – awaiting a date. Maintenance tasks completed. Bicknacre Village of the Year Competition – waiting news Use of Priory Playing Fields for MacMillan Boot Sale - 17th Aug tentative date once H&S in place Letter from Danbury Medical Centre – deferred Clerk stated new Standing Orders would be distributed at the next PC Meeting. Clerk to confirm August holiday dates. Councillors were invited to share any items not covered which included TAC 2nd proposal and Speedwatch (village signs) and litter bin on Bicknacre Village Green.</p>
The following agenda items are of a confidential nature and will be closed to the public	
58/13	<p>Football A decision was made.</p>

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K. Kuderovitch

11.6.13
FOPF meet 2nd Thursday of each month.