



WOODHAM FERRERS AND BICKNACRE PARISH COUNCIL A QUALITY COUNCIL



MINUTES OF THE PARISH COUNCIL MEETING held on
Tuesday 2nd July 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 L. White (Vice Chair) Cllr C. Saltmarsh Cllr. A. Mair Cllr. B. Huggett	Cllr. R. Blanks Cllr. P. Mair Cllr N. Baker Cllr. S. Sinclair	Cllr R. Poulter - CCC Clerk of the Council – K. Kuderovitch

59/13.	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 to offer members the opportunity to declare any interests and note them. Cllr B. Huggett in Item 68/13.
60/13	Apologies None Note: Cllr White arrived at 7.45pm
61/13	Minutes The Minutes of the Parish Council Meeting of 4 th June 2013 were approved and signed Proposed Cllr R. Blanks Seconded: Cllr P. Mair. No public were present.
	Cllr Poulter was present and asked to make comments and offer advice on agenda item no 69/13

The following agenda item lasted 2 hours and formed the main part of the meeting

62/13	Essex Association of Local Councils Training Joy Darby from the EALC was present to conduct a training session on particular topics already agreed and submitted.
63/13	Standing Orders The Clerk handed out the current version for final agreement in September 2013.
64/13	Vacant Officer Roles Cllr S. Sinclair offered to sit on the Priory Fields Management Committee and this was accepted.
65/13	Priory Fields Management Committee/Friends of Priory Fields Cllr C. Saltmarsh report that progress should be made on Deed of Covenant, the Clerk to action. The Clerk advised about Metal Detecting.
66/13	Accounts

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@wfandbpc.org.uk



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Clerk confirm for signatures to apply for the Unity Bank application as
a) Cllr C Saltmarsh b) Cllr S. Sinclair c) Cllr L. White and d) Cllr P. Mair. The Clerk asked the Councillors to visit the PC office to complete the forms.
Councillors to consider an amount to be claimed annually for expenses.- Deferred

Payment Method	Payment to:	Amount £	VAT £
BACS	3.6.13 BMVH – Use of toilet facilities by Danbury Juniors FC (received)	60.00	
BACS	3.6.13 M. Wilson – Maintenance Tasks	120.00	
BACS	4.6.13 EALC – Councillor Training Day Thursday 6 th June Cllr S Sinclair	67.00	
BACS	4.6.13 Applied Image – June Newsletter & Annual Report	1128.00	
D/D	18.6.13 BT – PC mobile	30.58	5.10
BACS	18.6.13 Tax Assist – Payroll Services to 5 April 2013	252.00	42.10
D/D	24.6.13 E-On – Priory Playing Fields	31.00	1.48
D/D	24.6.13 E-On – Lodge Road	12.00	0.57
BACS	24.6.13BF Grounds Maintenance May 2013 (3 village green visit & bollards)	1008.00	168.00
BACS	25.6.13 Woodham Ferrers Village Hall – Room Hire	5.00	
104851	Petty Cash	100.00	
		2813.58	215.20

Salaries June 2013 :

BACS	3.6.13 Mr A Manthorpe - Newsletter	£2072.60
BACS	3.6..13 Mr A Manthorpe - Litter	
BACS	3.6.13 Mr S Jarrard – Newsletter	
BACS	19.6.13 Miss C Woodruff – Lightsource Leaflet	
BACS	20.6.13 Mrs K Kuderovitch – June Salary	
BACS	20.6.13 Mrs N Ovel – Lodge Road - June Salary	
BACS	20.6.13 Mrs S March – Lodge Road - June Salary	
BACS	20.6.13 Mrs M Webdale – The Hooe – June Salary	
D/D	21.6.13 Scottish Life Assurance– Mrs K Kuderovitch - Pension	
BACS	25.6.13 Mr A Manthorpe - Newsletter	
BACS	25.6.13 Mr S Cornell - Newsletter	
BACS	25.6.13 HMRC – Tax & NIC June	
Date 31 JUL 13	Balance of all accounts held Barclays Community Account	

Income:

5.6.13	AJ Rees – Bicknacre FC Final Instalment	£150.00
17.6.13	KM Belton – Advertising	£90.00
19.6.13	Danbury Mission Use of The Hooe June –	£50.00
19.6.13	Priory Sports 3 rd Instalment	£333.33
19.6.13	Unknown credit – enquiry in progress	£0.17
19.6.13	Unknown credit – enquiry in progress	£0.07
24.6.13	Blaircourt – Advertising	£120.00

Bank Transfer:

25.6.13	Planning Contribution from Community to Business Bonus	£552.88
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67/13. a) Planning

Application No	Details	Cllr. to report
13/00753/FUL	4 White Elm Cottages, White Elm Road, Bicknacre Chelmsford, Essex, CM3 4LR First storey side extension, bay window to front and front porch	No local issues



13/00614/FUL	11 Sunnyway Cottages, Bicknacre Road, Danbury Chelmsford, Essex. CM3 4ES First floor side/rear extension including new window to side elevation, and single storey rear/side extension including new lantern light to existing side elevation	Overdevelopment of original plot
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 reported any other planning concerns.		
68/13	Priory Acres/Build at Priory Playing Fields The Chair offered all councilors an opportunity to give their views on the Priory Acres Business Plan. After discussions it was resolved for a further document to be compiled with Councillors questions for the Priory Acres Group and to ask the RCCE for their advice. The Clerk to arrange a meeting.	
69/13	Proposed Solar Project, Jackletts Farm A letter to the PC was discussed and the Clerk to liaise with Danbury Parish Council. Comments would wait until the Planning Application was received.	
70/13	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 includes: The Clerk reported on Grass Cutting Maintenance Contract and Council agreed the 24 month quote from BF Grounds Maintenance of £8000 per annum & VAT – All agreed. Annual Playground Inspections – Clerk awaiting report agenda item for September Maintenance tasks completed. Use of Priory Playing Fields for MacMillan Boot Sale was postponed by the group until Spring 2014. Letter from Danbury Medical Centre – September agenda September Meeting agreed by all to the 10 th Clerk to report an injury at Priory Playing Fields – Clerk had tried to contact the complainant but had no response. Insurers to be notified. Councillors were invited to share any items not covered. Cllr Huggett made a request re the Priory Acres Business Plan and a course of action was agreed by all.	
The following agenda items are of a confidential nature and were closed to the public		
71/13	Football 📱 The Chair and Clerk reported and a decision was made with an expenditure to the maximum of £1618 for Lodge Road Playing Fields.	

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K. Kuderovitch

3.7.13
FOPF meet 2nd Thursday of each month.