



# WOODHAM FERRERS AND BICKNACRE PARISH COUNCIL

## A QUALITY COUNCIL



MINUTES OF THE PARISH COUNCIL MEETING held on  
Tuesday 10<sup>th</sup> September 2013 at 19.30 at Bicknacre Memorial Village Hall, Bicknacre, Essex



= Expenditure decision



= A resolution to be made

### THE CHAIRMAN REQUESTED MOBILE PHONES WERE SWITCHED OFF

In Attendance:		
Cllr. J Saltmarsh (Chairman) Cllr L. White (Vice Chair) Cllr C. Saltmarsh Cllr. A. Mair	Cllr. R. Blanks Cllr. P. Mair Cllr N. Baker Cllr. S. Sinclair	Cllr R. Poulter - CCC  Clerk of the Council – K. Kuderovitch

72/13.	<p><b>Declaration of Interests</b></p> <p>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.</p> <p>The Clerk offered members the opportunity to declare any interests and note them.</p> <p>Cllr A. Mair wished it to be noted 13/01211/FUL was not connected to Top Vans</p>
73/13	<p><b>Apologies</b></p> <p>The Clerk listed any apologies.</p> <p>Cllr B. Huggett</p>
74/13	<p><b>Minutes</b> 👍</p> <p>The Minutes of the Parish Council Meeting of 2<sup>nd</sup> July 2013 were approved and signed <b>Proposer: Cllr P.Mair</b> <b>Seconder: Cllr N. Baker.</b> <i>Clerk reported an adjustment on a column in the accounts.</i></p> <p>The Chairman reminded those present of the correct procedure for the public session. <b>On the motion of the Chairman the meeting was adjourned for 15 minute for members of the public/press to address the Council.</b></p> <p>A rep from Danbury Juniors made a request to Council. A member of the public posed a question to the Clerk.</p>
75/13	<p><b>Priory Fields Management Committee/Friends of Priory Fields</b></p> <p>Cllr C. Saltmarsh reported on the Priory Fields Management Committee and offered to look at the Bye Laws.</p>
76/13	<p><b>Standing Orders/Financial Standing Orders</b></p> <p>Members adopted the updated versions of both documents. <b>Proposed Cllr. P. Mair</b> <b>Seconded: Cllr. L. White</b></p>
77/13	<p><b>Priory Acres/ Build at Priory Playing Fields</b></p> <p>The Chairman read a letter received on 9<sup>th</sup> Sept into the Parish Council Office: <b>Priory Acres, the Bicknacre Community Project</b></p> <p>We are writing as requested to update the Parish Council on the current status of this project. As you are aware, the Priory Acres Group submitted business plan to the Parish Council in June with a view to securing the lease of the land. The Parish Council requested clarification of certain areas of the business plan before the lease could be granted.</p> <p>The Reverend Michele Marshall and I were appointed as parish priests for Woodham Ferrers and Bicknacre in February 2013. We recognised at that point that the project had been underway for some time, and wanted to be fully engaged with it, as it marks a very significant change to church</p>

**Clerk of the Council:**

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	<p>worship within the village. We therefore felt that the process of clarifying the business plan gave us an opportunity to review the needs of the church and community and confirm that the project is right for the current context.</p> <p>We therefore proposed that the project be paused, whilst we bring ourselves up to speed and re-consult the church and community on the proposed plan. As part of this we will also be investigating other options which may not have been available or appropriate when the project was originally conceived. This review has been agreed by the Priory Acres Group and the PCC of Woodham Ferrers and Bicknacre. We will start the process with a meeting of the church family on September 22<sup>nd</sup>, and then, working with the Parish Council, we will seek the views of others in the community.</p> <p>We have asked the Priory Acres Group to extend the current planning permission for the Priory Fields site. This will ensure that the current project remains an option open to us. We have also met with the chair and clerk of the Parish Council who are supportive of this pause and we will work with the Parish Council and its representatives to ensure that we identify the best course of action for the community and the church and that when we restart the project, we do so with fresh enthusiasm and commitment.</p> <p>We take this opportunity to put on record our grateful thanks to the Parish Council and the Priory Acres group for their work on this project to date. Reverend Michele and I are in no doubt that there is a need to do something to improve the worship and community facilities at St Andrew's. We are looking forward to working with all interested parties to identify the best solution and then making that vision a reality.</p> <p>Yours sincerely <b>Reverend Carol Ball</b> Priest in Charge Woodham Ferrers and Bicknacre</p> <p style="text-align: right;"><b>Reverend Michèle Marshall</b> Associate Priest Woodham Ferrers and Bicknacre</p>
78/13	<p><b>Accounts</b> </p> <p>Councillors expenses – deferred. The Clerk to reported July and August Tax &amp; NIC for staff was paid on 10<sup>th</sup> Sept = £684.37.</p>

Payment Method	Payment to:	Amount £	VAT £
26.6.13	BT – PC Office 01245 328988	121.89	20.31
28.6.13	Essex & Suffolk Water– Lodge Road	2.21	
2.7.13	John Cousins – Top To Toe – Clean 7 bus shelters/stops & Telephone Boxes	140.00	
2.7.13	Tax Assist Internal Audit – Feb – Apr 2013 & End of Year Return	615.00	102.50
8.7.13	BT Internet Services 1 Jun – 31 Aug	91.80	15.30
9.7.13	BF Grounds Maintenance – Grass Cutting & 2 Village Greens x 2	940.00	156.67
17.7.13	BT – PC Mobile	35.23	5.87
22.7.13	E-On – Priory Playing Fields	31.00	1.48
22.7.13	E-On – Lodge Road	12.00	0.57
29.7.13	Essex & Suffolk Water – Lodge Road	2.21	
29.7.13	Mrs K Kuderovitch – Internet Purchase Blue Jet Mapping (Lodge Rd)	26.50	
2.7.13	I4C Publicity – Councillor Name Badges x 3	51.18	8.53
6.8.13	Canon UK – Photocopying Charges 9.12.12 – 8.3.13	296.78	49.46
12.8.13	Applied Image – x 4 Car Park Signs	96.00	
12.8.13	Black Chrome – Renewal of domain wfanboc.org.uk host & maintenance	144.00	24.00
12.8.13	Woodham Ferrers Village Hall – Office July – Sept	285.00	
14.8.13	BF Grounds Maintenance – Grass Cutting – July 2013	800.00	133.33
D/D	Environment Agency – Priory Playing Fields - Drainage	35.77	
16.8.13	BT – PC Mobile	35.51	5.92



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



22.8.13	E-On – Priory Playing Fields	31.00	1.48
22.8.13	E-On – Lodge Road	12.00	0.57
28.8.13	Essex & Suffolk Water – Lodge Road	2.21	
104852	Petty Cash	100.00	
104853	Horseshoe Nurseries – Hanging Baskets for Bicknacre	59.39	<b>9.90</b>
104854	EALC – Training, Courses (x 5 items)	542.85	
104855	Essex Playing Fields Annual Membership	25.00	
<b>TOTAL</b>		<b>4534.53</b>	<b>535.89</b>

**Salaries July/August 2013 :**

9.7.13	Mrs K Kuderovitch – Mileage June	<b>3587.47</b>
9.7.13	Mr S. Jarrard – Lightsource leaflet	
19.7.13	Mrs K Kuderovitch – July Salary (part)	
22.7.13	Mrs S. Marsh – Lodge Road - July	
22.7.13	Mrs N. Ovel – Lodge Road Cleaning - July	
22.7.13	Mrs M. Webdale – The Hooe July	
22.7.13	Mrs K Kuderovitch – July Salary (final part)	
23.7.13	Scottish Life – Clerks Pension – July	
12.8.13	Mrs K Kuderovitch – Mileage July & August	
12.8.13	Mrs S. Marsh – Lodge Road	
14.8.13	Mrs S. Jarrard – Litter Picking - July	
20.8.13	Mrs M. Webdale – The Hooe	
20.8.13	Mrs K Kuderovitch – August Salary	
21.8.13	Scottish Life – Clerks Pension - August	
10.9.13	HMRC – Tax & NIC for July and August	
<b>Date</b> <b>31 Aug</b> <b>13</b>	<b>Balance of all accounts held</b> Barclays Community Account Barclays Business Saver	

**Income:**

11.7.13	Advertising – Chelmsford Plumbing & Heating	£90.00
17.7.13	Lightsource – Invoice for Leaflet Distribution for Open Mtg	£137.50
<b>TOTAL</b>		<b>£227.50</b>



79/13. a) Planning

Application No	Details	Cllr. to report
13/01124/FUL	<b>Foxes Close, Leighams Road, Bicknacre</b> Amendment to approved PA to increase size of front extension to rear)	No comments submitted
13/01131/FUL	<b>73 Peartree Lane, Bicknacre, CM3 4LS</b> S/S brick built front/side extension to provide bedroom & ensuite	No local issues
13/01211/FUL	<b>Topvans Bicknacre Road Danbury Chelmsford Essex CM3 4ES</b> Amendment to permission reference 12/01897/FUL (Change of use to residential with demolition of existing buildings and construction of 1no. dwelling, detached garage and freestanding solar panels to re-position the garage	No local issues
13/01165/FUL	<b>Broadacres, Main Road, Bicknacre, Essex CM3 4HN</b> Retrospective application for a new boundary wall and relocation of entrance gates	No local issues
13/05180/TPO	<b>52 Brockenhurst Way, Bicknacre, Chelmsford Essex CM3 4T1 -</b>	For Info



**WOODHAM FERRERS AND  
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A QUALITY COUNCIL



	Eucalyptus on rear boundary overhanging driveway to The Hooe Playing Field - remove 2 x sub-laterals over driveway and lateral closest to entrance, reduce back to knuckle.	
Clerk/Councillors to report any other planning concerns. Cllr. Poulter updated the Council on new government guidance on Solar Farms.		
80/13	<b>Community Evening – Thursday 26<sup>th</sup> Sept – New Initiative</b> Cllr Blanks reported on the forthcoming event @ Woodham Ferrers Village Hall 7pm.	
81/13	<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> </p> <p><b>Clerk to report which includes:</b> Parish Council Calender for 2014 – <i>deferred</i> Playground Inspection reports – <i>deferred</i> Community Resilience Workshops, Telephone Boxes – future maintenance Football season – Agreement of Pitch and Fees Woodham Radars <b>Proposed Cllr A. Mair</b> <b>Seconded: Cllr R. Blanks</b> DJ request for Burger Van was discussed and agreed for a trial period.</p> <p>Expenditure was agreed for repair to the Play equipment at The Hooe @ £728 &amp; VAT Expenditure was agreed for a new litter bin at Bicknacre Village Green at a cost of £376 &amp; VAT <b>Proposed Cllr R. Blanks</b> <b>Seconded: Cllr P. Mair</b></p> <p>Agree expenditure for a Charles Arnold Baker 9<sup>th</sup> Edition @ £55.00 <b>Proposed Cllr J. Saltmarsh</b> <b>Seconded: Cllr C. Saltmarsh</b> Maintenance tasks completed – ongoing. Councillors were invited to share any items not covered. Clerk noted any action points.</p>	
<b>The following agenda items are of a confidential nature and will be closed to the public</b>		
82/13	<b>Report from Personnel Committee</b> A recommendation was given and approved.	
83/13	<b>Clerk to report a letter from a resident</b> Council agreed for a letter to be sent.	

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K. Kuderovitch

16.9.13