

# WICKHAM ST PAULS PARISH COUNCIL

17<sup>TH</sup> JANUARY 2018

DEAR COUNCILLOR

YOU ARE SUMMONED TO ATTEND THE FORTHCOMING PARISH COUNCIL MEETING, OF WICKHAM ST PAULS PARISH COUNCIL TO BE HELD IN THE VILLAGE HALL, AT **7.30 P.M. ON TUESDAY 23<sup>RD</sup> JANUARY 2018** FOR THE PURPOSE OF TRANSACTING THE BUSINESS SHOWN IN THE AGENDA.

THE PUBLIC AND PRESS ARE WELCOME TO BE PRESENT.



DIANE JACOB

CLERK & RESPONSIBLE FINANCIAL OFFICER OF THE COUNCIL

## AGENDA

ITEM	PRESENTER	SUBJECT	STATUS
18/001	CHAIRMAN	<b>Welcome and Apologies for Absence.</b>	INFORMATION/DECISION
18/002	ALL MEMBERS	<b>Declaration of Interests.</b> To receive any disclosable pecuniary interests or non-pecuniary interests, or interests relating to items on the agenda. Members of the council are subject to the Local Authorities Code of Conduct as adopted in May 2017.	DECISION
18/003	ALL MEMBERS	<b>Public Participation Session with respect to items on the agenda and other matters that are of mutual interest.</b> Councillors are no longer permitted to make representation in the Public Forum if they have Disclosable Pecuniary Interests and /or other Pecuniary Interests on any items on the agenda as stated in the adopted Code of Conduct. The maximum time allowed for the public to participate, as stated in the Wickham St Pauls Parish Council Standing Orders, is 15 minutes in total with each person being invited to speak for a maximum of 3 minutes. At the close of this item members of the public will no longer be permitted to address the council unless the Chairman deems it appropriate and adjourns the meeting.	INFORMATION
18/004	ALL MEMBERS	<b>District and County Councillors to address the members if present.</b> District Councillor, County Councillor.	INFORMATION
18/005	ALL MEMBERS	<b>TO CONFIRM THE MINUTES OF THE PARISH COUNCIL MEETING HELD ON 28<sup>TH</sup> NOVEMBER 2017.</b>	DECISION
18/006	ALL MEMBERS	<b>Vacancy on Wickham St Pauls Parish Council.</b> <b>Item 1.</b> To consider applications and Co-Opt a candidate. <b>Item 2.</b> Co-opted Candidate to sign acceptance of office. <b>Item 3.</b> Declaration of Interest form to be sent direct to Braintree District Council, and also the Clerk to receive a copy.	DECISION
18/007	ALL MEMBERS	<b>Parish Clerk &amp; Responsible Financial Officer.</b> To appoint Mrs Diane Jacob as the Parish Clerk & Responsible Financial Officer for Wickham St Paul Parish Council.	DECISION
18/008	ALL MEMBERS	<b>Planning Matters.</b> Ref: 18/00032/FUL & 18/00033/LBC Nether House Farm, Old Road, Wickham St Pauls, Essex CO9 2PU Conversion of existing farm buildings into two residential single storey units. TO CONSIDER ANY APPLICATIONS RECEIVED	DECISION
18/009	ALL MEMBERS	<b>World War 1 Memorial</b> To consider a World War 1 permanent memorial.	DECISION
18/010	ALL MEMBERS	<b>Website.</b> To consider setting up a new website, (Essexinfo.net) This is the place for parish & town councils, community and voluntary groups in Essex to have a free website	DECISION
18/011	ALL MEMBERS	<b>Mobile Phone and number.</b> To note and confirm that the mobile phone and number, is the Clerk's personal phone and is not an asset of the Parish Council.	INFORMATION

18/012	ALL MEMBERS	<b>Wickham St Pauls Parish Council Calendar 2018.</b> <b>Item 1.</b> To set the Parish Calendar for 2018. <b>Item 2.</b> To consider and set a date for the Wickham St Paul Annual Parish Assembly Meeting 2018 from 1 <sup>st</sup> March – 1 <sup>st</sup> June.	DECISION																					
18/013	ALL MEMBERS	<b>Internal Auditor</b> <b>Item 1.</b> To consider, to appoint an internal auditor (John Reddington approx. £70.00 for the financial year of 2017/2018 subject to condition of accounts). <b>Item 2.</b> To decide if Wickham St. Pauls Parish Council wish to declare themselves “exempt authority”. <b>Item 3.</b> Instruct the Clerk/Responsible Financial Officer to complete the exemption form which will be sent in March from PFK Littlejohn.	DECISION																					
18/014	ALL MEMBERS	<b>Pond.</b> To consider condition of water quality.	INFORMATION/DECISION																					
18/015	CLLR. M. COOPER	<b>Village Hall Report.</b> Update.	INFORMATION/DECISION																					
18/016	ALL MEMBERS	<b>Tree Preservation Officer.</b> To consider, to appoint a representative from Wickham St Pauls Parish Council to be the Tree Preservation Officer.	DECISION																					
18/017	ALL MEMBERS	<b>‘In remembrance of Beryl Knight’.</b> A proposal for Beryl's legacy.	DECISION																					
18/018	CLLR A. JOHNSTONE	<b>Village Green.</b> Parked vehicles around and damage to the edges of the village green, to consider what action should be taken.	DECISION																					
18/019	ALL MEMBERS	<b>Financial Matters.</b> 1) Financial Statement for December/January (Items to be approved for payment and signed as per payment schedule). <table><tr><td></td><td>CHEQUE No</td><td>TOTAL</td></tr><tr><td>Wickham St Pauls Village Hall Fund Invoice No 1938</td><td>0020032</td><td>44.00</td></tr><tr><td>Sandra O’Sullivan (reimbursement for light at the pub)</td><td>002033</td><td>21.17</td></tr><tr><td>Acumen Invoice No. 15006</td><td>002034</td><td>33.00</td></tr><tr><td>Glasdon UK Ltd Invoice No. 743198</td><td>002035</td><td>188.98</td></tr><tr><td>D. Jacob Salary for January including office rent</td><td>SO</td><td>485.36</td></tr><tr><td>D. Jacob Salary for February including office rent</td><td>SO</td><td>485.36</td></tr></table> 2) Budget Statement.		CHEQUE No	TOTAL	Wickham St Pauls Village Hall Fund Invoice No 1938	0020032	44.00	Sandra O’Sullivan (reimbursement for light at the pub)	002033	21.17	Acumen Invoice No. 15006	002034	33.00	Glasdon UK Ltd Invoice No. 743198	002035	188.98	D. Jacob Salary for January including office rent	SO	485.36	D. Jacob Salary for February including office rent	SO	485.36	DECISION
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18/020	ALL MEMBERS	<b>Items for next agenda.</b> Please note that no decisions can be lawfully made under this item, LGA 12 10 (2) (b) states that business must be specified therefore the council cannot lawfully raise matters for decision.	INFORMATION																					
18/021	ALL MEMBERS	<b>Date of Next Meeting.</b> Parish Council Meeting Tuesday 27 <sup>th</sup> March 2018 (7.30pm)	INFORMATION																					

#### Council Documents.

Large print, in braille, or hard copy of agenda, minutes, etc are available on request.

THIS NOTICE WAS ISSUED BY:

MRS DIANE JACOB

CLERK & RESPONSIBLE FINANCIAL OFFICER OF THE COUNCIL

WICKHAM ST PAULS PARISH COUNCIL

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