

WICKHAM ST PAULS PARISH COUNCIL

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20TH MARCH 2019

DEAR COUNCILLOR

YOU ARE SUMMONED TO ATTEND THE FORTHCOMING PARISH COUNCIL MEETING, OF WICKHAM ST PAULS PARISH COUNCIL TO BE HELD IN THE MAIN HALL AT THE VILLAGE HALL, AT **7.30 P.M. ON TUESDAY 26TH MARCH 2019** 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
19/024	Chairman	Welcome and Apologies for Absence.	Information/ Decision
19/025	All Members	Resignation. Resignation from Cllr. A. Johnstone received and accepted.	Decision
19/026	All Members	Declaration of Interests. 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 2018.	Decision
19/027	All Members	Public Participation Session with respect to items on the agenda and other matters that are of mutual interest. 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
19/028	All Members	District and County Councillors to address the members if present. District Councillor, County Councillor.	Information
19/029	All Members	Minutes. To confirm the minutes of the Parish Council meeting held on 29 th January 2019. To confirm the Personnel Committee Meeting scheduled for 13 th February was cancelled – so no minutes.	Decision
19/030	All Members and Cllr Cooper	Planning Matters. Ref: 18/00002/S106A Park Farm – application to remove entirely the Section 106 Agreement "That as the removal of the S106 agreement to planning consent 18/00002/S106A), does not adversely affect the local community we (WSPPC) approve its removal and notify Braintree District Council planning department accordingly." New: Ref: 19/00464/VAR Nether House Farm Old Road Wickham St Paul Essex CO9 2PU Application for a variation of Condition 2 of planning permission 16/01473/FUL - re-siting of cart lodge. TO CONSIDER ANY APPLICATIONS RECEIVED	Decision
19/031	All Members	Wickham St Pauls Consolidated Trust – formally known as The Herrington Trust. Item 1. To discuss and consider correspondence received.	Decision

		Item 2. To nominate three members of the Parish Council to form part of the Trust, in order to provide a properly constituted board of trustees.																																		
19/032	All Members	Matters Arising – Updates Previous Minute Number 18/042 Item 1. A proposal for Beryl's legacy, a booklet at a cost of £150.00 - update Previous Minute Number 18/042 Item 2. To reinstate the village water pump at a cost of £700.00 – (funding applied for) update Previous Minute Number 18/130 Footpath Nature Trail (funding applied for £1,500.00) – update Previous Minute Number 18/164 Village Fete 2019 - update Previous Minute Number 18/161 Church Road additional parking – Update Previous Minute Number 18/160 Memorial Stone - Update Previous Minute Number 19/012 Traffic Calming To discuss and consider traffic calming in the village – Cllr B. Trew update. Previous Minute Number 19/017 Adult Mental Health First Aid Training. The EALC (Essex Association of Local Councils) are offering free training to Councillors, venues and dates to be confirmed. Update.	Information/ Decision																																	
19/033	Cllr M. Cooper	Village Hall Report Update.	Information/ Decision																																	
19/034	Cllr B. Trew	Nature Trail. Update. Item 1. To consider paying the outstanding balance of £652.00 for the noticeboard. Item 2. To consider the purchase of some wildlife habitat housing at a cost of ? (Cllr Trew to confirm).	Decision																																	
19/035	Cllr. D. Stokes	Sign for Pond. To consider a sign 400 x 300 at a cost of approx. £30.00. To read “please do not feed the wildlife”.	Decision																																	
19/036	All Members	Best Kept Churchyard 2019. To consider if the Parish Council would like to enter the 2019 competition.	Decision																																	
19/037	All Members	Financial Matters. 1) Financial Statement for February/March (Items to be approved for payment and signed as per payment schedule). <table><tr><td></td><td>CHEQUE</td><td>TOTAL</td></tr><tr><td>D. Jacob (Salary for February including office rent)</td><td>SO</td><td>446.43</td></tr><tr><td>HM Revenue & Customs (For February)</td><td>002103</td><td>48.20</td></tr><tr><td>Wickham St Pauls Village Hall (Hall Hire for January Inv. 2063, March Inv. 2078)</td><td>002104</td><td>18.00</td></tr><tr><td>James Todd & Co Ltd Inv.No. 31480 and 31773</td><td>002105</td><td>60.00</td></tr><tr><td>Made out in error, cheque void.</td><td>002106</td><td>0.00</td></tr><tr><td>D. Jacob (Salary for March including office rent)</td><td>SO</td><td>446.43</td></tr><tr><td>HM Revenue & Customs (For March)</td><td>002107</td><td>48.20</td></tr><tr><td>Mrs B. Trew (Reimbursement for signage purchased)</td><td>002108</td><td>20.88</td></tr><tr><td>D. Stokes (Reimbursement for items purchased)</td><td>002109</td><td>18.91</td></tr><tr><td>D. Jacob (Expenses February/March)</td><td>002110</td><td>47.72</td></tr></table> 2) Monthly Budget Statement.		CHEQUE	TOTAL	D. Jacob (Salary for February including office rent)	SO	446.43	HM Revenue & Customs (For February)	002103	48.20	Wickham St Pauls Village Hall (Hall Hire for January Inv. 2063, March Inv. 2078)	002104	18.00	James Todd & Co Ltd Inv.No. 31480 and 31773	002105	60.00	Made out in error, cheque void.	002106	0.00	D. Jacob (Salary for March including office rent)	SO	446.43	HM Revenue & Customs (For March)	002107	48.20	Mrs B. Trew (Reimbursement for signage purchased)	002108	20.88	D. Stokes (Reimbursement for items purchased)	002109	18.91	D. Jacob (Expenses February/March)	002110	47.72	Decision
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19/038	All Members	First Aid Training. To consider dates for first aid training, 5 th 12 th or 19 th June 2019.	Decision																																	
19/039	All Members	Items for next agenda. 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																																	
19/040	All Members	To exclude the press and public. Public Bodies (Admission to Meetings) Act 1960 ‘That the public be excluded from the meeting during consideration of Agenda Item 19/041, on the grounds that publicity would be prejudicial to the public interest by reason of the confidential nature of the business subject to the public bodies admission to meetings Act 1960 Section 1 Sub-section 2. Resolution to exclude members of the press and public.	Decision																																	
19/041	All Members	Personnel Issues. Item 1. Village Maintenance Operative (Handyman).	Decision																																	

		Item A. To consider applicants. Item B. Contract of employment Item C. Job description. Item 2. Parish Clerk & Responsible Financial Officer. Item A. Annual Clerks Appraisal. Item B. National Salary Award (NALC, SLCC). Item C. Annual Salary Scale Increment, from 1 st April 2019. Item D. Office Rent. Contract of employment to be signed to reflect any changes.	
19/042	All Members	Date of Next Meeting. Annual Parish Assembly Wednesday 22 nd May 2019 (7.00pm) Annual Parish Meeting followed by Parish Council Meeting Tuesday 28 ^h May 2019 (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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