

WICKHAM ST PAULS PARISH COUNCIL

MINUTES OF THE MEETING OF WICKHAM ST PAULS PARISH COUNCIL HELD ON TUESDAY 23rd JANUARY 2018, AT 7.30pm IN THE PAVILLION, OF THE VILLAGE HALL

In the Chair: Cllr. D. Stokes
Present Cllrs: Cllr. M. Cooper, Cllr. P. Nuttall
Clerk: Mrs D. Jacob
Also present: Five members of the public.
District Councillor Wendy Scattergood

18/001 Welcome and Apologies for Absence.

Chairman welcomed everyone, apologies for absence received and accepted from Cllr. A. Johnstone, Cllr. L. Moore and County Councillor David Finch.

18/002 Declaration of Interests.

Received from Cllr. M. Cooper and Cllr P.Nuttall regarding item 18/015 on the agenda.

18/003 Public Participation Session with respect to items on the agenda and other matters that are of mutual interest. A member of the public raised concerns regarding horses, parked vehicles and damage to and round the edges of the village green. (see item number 18/018). The condition and depth of the pond was discussed (see item number 18/014).

18/004 District and County Councillors to address the members if present.

Report by District Cllr. W. Scattergood - The local plan is currently in with the inspectorate. Examination is being made to the Garden Villages, all three plans together will be considered. No budget has taken place yet. £800.00 has been awarded to the village hall for the floor in the hall. Funding is distributed over the local community.

18/005 Minutes of meeting 28th November 2017.

Minutes of the meeting held on 28th November 2017, signed by the Chairman as a true and accurate record.
Proposed by Cllr. M. Cooper, seconded by Cllr. D. Stokes, all in favour, resolution passed.

18/006 Vacancy on Wickham St Pauls Parish Council.

Item 1. To consider applications and Co-Opt a candidate.

Item 2. Co-opted Candidate to sign acceptance of office.

Item 3. Declaration of Interest form to be sent direct to Braintree District Council, and also the Clerk to receive a copy.
Deferred until next meeting.

18/007 Parish Clerk & Responsible Financial Officer.

Mrs Diane Jacob was appointed the Parish Clerk & Responsible Financial Officer for Wickham St Paul Parish Council.
Proposed by Cllr. M. Cooper, seconded by Cllr. D. Stoke, all in favour, resolution passed.

18/008 Planning Matters.

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.

No objection to this application

Proposed by Cllr. M. Cooper, seconded by Cllr. D. Stokes, all in favour, resolution passed.

Signed (Chairman).....

27th March 2018

18/009 World War 1 Memorial.

To consider a World War 1 permanent memorial.

It was suggested that maybe the plaque at the village hall could be enhanced, further information required. Deferred until next meeting.

18/010 Website.

It was agreed to set 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.

Proposed Cllr. P. Nuttall, seconded by Cllr. M. Cooper, all in favour, resolution passed.

18/011 Mobile Phone and number.

It was confirmed that the mobile phone and number, is the Clerk's personal phone and is not an asset of the Parish Council.

This was confirmed and noted.

18/012 Wickham St Pauls Parish Council Calendar 2018.

Item 1. To set the Parish Calendar for 2018.

The Parish Calendar for 2018 was adopted.

Proposed by Cllr. M. Cooper, seconded by Cllr. D. Stokes, all in favour, resolution passed.

Item 2. To consider and set a date for the Wickham St Paul Annual Parish Assembly Meeting 2018.

It was agreed to hold the Annual Parish Assembly for 2018 on the 15th May, commencing at 7.00pm in the main hall.

Proposed by Cllr. D. Stokes, seconded by Cllr. P Nuttall, all in favour, resolution passed.

18/013 Internal Auditor.

Item 1. An internal auditor (John Reddington approx. £70.00 for the financial year of 2017/2018 subject to condition of accounts) was appointed.

Proposed Cllr. D. Stokes, seconded by Cllr. M. Cooper, all in favour, resolution passed.

Item 2. To decide if Wickham St. Pauls Parish Council wish to declare themselves "exempt authority".

It was agreed that Wickham St Pauls Parish Council is "exempt authority"

Proposed Cllr M. Cooper, seconded by Cllr. P. Nuttall, all in favour, resolution passed.

Item 3. The Clerk/Responsible Financial Officer was instructed to complete the exemption form which will be sent in March from PFK Littlejohn.

Proposed Cllr. D. Stokes, seconded by Cllr. P.Nuttall, all in favour, resolution passed.

18/014 Pond.

The condition of the water has been tested, and meets the required levels. To be retested in the spring, also to check the depth of the water. Further information required, this item deferred until next meeting.

18/015 Village Hall Report.

Bookings – Appear to be holding up and the projections is that the hall will cover its cost at the current booking level this year.

Funding – The Committee made an application for funding to the Braintree Councillors fund (suggested by Cllr. W. Scattergood) and a grant was made of £800.00. This is to be spent on refurbishing the hall floor, decorating, adding a picture rail. The next Village Hall Committee meeting is scheduled for Tuesday 20th February, a decision will be made for the programme and working parties to complete this work.

Village Hall Accounts – 2017/2018 have been prepared and will be audited in February 2018.

Improvements – To consider and prioritise all the improvements that members have suggested, such as update kitchen facilities, hall lighting, toilet revamp and replacement double glazing etc.

Clock – New parts are on order, having received approval from the Cricket Club and Parish Council to share the repair costs.

18/016 Tree Preservation Officer.

To consider, to appoint a Tree Officer representative. This item deferred until next meeting.

18/017 'In remembrance of Beryl Knight'.

A proposal for Beryl's legacy. It was suggested that booklet could be produced, further information, costs, etc required, this item deferred until next meeting

18/018 Village Green.

Parked vehicles around and damage to the edges of the village green, to consider what action should be taken. It was agreed to put up temporary signage requesting vehicles and horse riders not to go onto the green.

To be reviewed again in March.

Proposed by Cllr. D. Stokes, seconded by Cllr.M. Cooper, all in favour, resolution passed.

18/019 Financial Matters.

- 1) Financial Statement for December/January (Items to be approved for payment and signed as per payment schedule).

	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

Proposed by Cllr. P. Nuttall, seconded by Cllr. M. Cooper, all in favour, resolution passed.

- 2) Budget Statement. Deferred until next meeting.

18/020 Items for next agenda.

Fireworks Committee.

18/021 Date of Next Meeting.

Parish Council Meeting Tuesday 27th March 2018 (7.30pm)