

WICKHAM ST PAULS PARISH COUNCIL

**MINUTES OF THE MEETING OF WICKHAM ST PAULS PARISH COUNCIL
HELD ON TUESDAY 27th MARCH 2018, AT 7.30pm IN THE PAVILLION, OF THE VILLAGE HALL**

In the Chair: Cllr. D. Stokes
Present Cllrs: Cllr. M. Cooper, Cllr. A. Johnstone
Clerk: Mrs D. Jacob
Also present: Two members of the public.
County Councillor David Finch

18/022 Welcome and Apologies for Absence.

Chairman welcomed everyone, apologies for absence received and accepted from, Cllr. L. Moore, Cllr. P. Nuttall and District Councillor Wendy Scattergood.

18/023 Declaration of Interests.

Received from Cllr. M. Cooper and Cllr D. Stokes regarding item 18/035 on the agenda.

18/024 Public Participation Session with respect to items on the agenda and other matters that are of mutual interest.

None.

18/025 District and County Councillors to address the members if present.

County Cllr. D. Finch reported that Essex is the largest providers of revenue to government. Trying to improve education standards within Essex, keen to invest in Broadband, however public support is required, three million to Highways to repair potholes, lottery funding, Essex Crowd Funding Platform, www.spacehive.com/movement/theessexcrowd, Local Services Fund for improving local places, can be applied for from the EALC.

18/026 Minutes of meeting 23rd January 2018.

Minutes of the meeting held on 23rd January 2018, 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.

18/027 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.
No candidate to consider.

18/028 Budget 2018-2019.

The budget for 2018-2019 was set at £12,078.00, and precept confirmed at £10,629.00.

Proposed by Cllr. A. Johnstone, seconded by Cllr. M. Cooper, all in favour, resolution passed.

18/029 Asset Register.

Item 1. The asset register for 2017 was adopted.

Item 2. The asset register for 2018 was adopted.

Proposed by Cllr. M. Cooper, seconded by Cllr. A. Johnstone, all in favour, resolution passed.

18/029 Strategic Risk Register Assessment.

Item 1. The Strategic Risk Register Assessment for 2017 was adopted.

Item 2. The Strategic Risk Register Assessment for 2018 was adopted.

Proposed by Cllr. M. Cooper, seconded by Cllr. A. Johnstone, all in favour, resolution passed.

18/030 Planning Matters.

Ref: 18/00273/FUL

Hollyhocks 4 Broad Road Wickham St Paul Essex CO9 2PG

Demolition of existing conservatory and erection of two single storey rear extensions with associated alterations.

It was confirmed that this application had been granted by Braintree District Council

Ref 18/00415/FUL

Signed (Chairman).....

29th May 2018

Twingars School Road Wickham St Paul Essex CO9 2PR

Erection of single storey garage

Support – comment to be sent to BDC by the Clerk.

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

18/032 World War 1 Memorial.

Agreed to purchase a smaller plaque, of the same material as the existing, with the following text “To commemorate 100 years since the end of the Great War” verse ... ‘going down with the sun...’ Maximum cost of £50.00.

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

18/033 Pond.

Condition of water quality is good, the depth of water is 5-foot-deep, 2-3 feet deep around the edges.

To be on next agenda, to obtain quotes and to consider cleaning out the pond.

18/034 Village Hall Report.

Village Hall management committee decided to update the constitution. Race Night scheduled to take place on 19th October 2018. Village Hall Clock movement now repaired, to reassemble and mount the clock. First aid cabinets re-stocked with up-to-date supplies. Hall License being transferred to a current committee member who will attend the training. Car parking is inadequate and looking at options. 9 refurbishment items submitted costings to be obtained and items prioritised. New bookings due to advertising.

18/035 Firework Committee.

The Firework Committee would like to become a sub-committee of the Parish Council. Further information to be obtained regarding accounts etc. The Clerk confirmed that a risk assessment would need to be carried out and adopted by the Parish Council and a licence obtained from Braintree District Council before any event could take place.

To be on next agenda.

18/036 Tree Preservation Officer.

It was agreed to appoint Daniel Cummings from Maestro Tree services to be the Tree Preservation Officer, as a representative of the Parish Council.

Proposed by Cllr. A. Johnstone, seconded by Cllr. D. Stokes, all in favour, resolution passed.

18/037 Trees.

It was agreed for Maestro Tree Services at a cost of £70.00, to crown lifting two trees, at the back of the village green, near the swings.

Proposed by Cllr. M. Cooper, seconded by Cllr. A. Johnstone, all in favour, resolution passed.

18/038 Grass Cutting 2018.

It was confirmed that Steve Barnes cuts the grass on the main green.

Steve Shuttlewood cuts grass around the pond, around the oak posts, the Chapel Yard and the apron lawn in front of the Pavilion. Geoffrey Weavers cuts the grass in front of Mansards and will do any reactive cutting required, such as the triangle junction on the Hedingham Road and some overgrown public footpaths.

It was agreed to keep the existing contractors for 2018, proposed by Cllr. D. Stokes, seconded by Cllr. A. Johnstone, all in favour, resolution passed.

18/039 Village Maintenance.

It was agreed to appoint Andy Rippingale at cost of £140.00 to de-rust and paint the swings, as per RoSPA report using paint to ENS 1176-4.1.1 (1998)

To purchase 2 large swing seats at a cost of approx £50.00 each plus VAT

Proposed by Cllr. D. Stokes, seconded by Cllr. A. Johnstone, all in favour, resolution passed.

A volunteer has kindly agreed to install (10-12) oak timber posts, with reflectors, around the green.

To seek volunteers to carry out works to the following:

Repairs /maintenance, preservative treatment to timber seating around the tree. (To ask the WI if they would consider contributing to the cost if no volunteers found).

Preservative treatment to the sheltered seat near the pub.

Proposed by Cllr. A. Johnstone, seconded by Cllr. D. Stokes, all in favour, resolution passed.

Signed (Chairman).....

29th May 2018

18/040 Volunteer Register.

It was agreed the Clerk would set up a volunteer register, anyone wanting to register could contact the clerk with their contact details and information would be e-mailed out, when projects were being carried out by the Parish Council. Details to be listed in the Newsletter.

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

18/041 Training.

It was agreed to go-ahead with First Aid training in June, (exact date and time to be confirmed) at the pub, at a cost of £55.00

Proposed by Cllr. D. Stokes, seconded by Cllr. A. Johnstone, all in favour, resolution passed.

18/042 'In remembrance of Beryl Knight'.

Item 1. A proposal for Beryl's legacy, a booklet at a cost of £150.00 – This was agreed.

Proposed by Cllr. A. Johnstone, seconded by Cllr. M. Cooper, all in favour, resolution passed.

Item 2. To reinstate the village water pump (working pump) at a cost of £400.00 – This was agreed.

Proposed by Cllr. D. Stokes, seconded by Cllr. A. Johnstone, all in favour, resolution passed.

18/043 Village Green.

Parked vehicles around and damage to the edges of the village green, to consider what action should be taken.

See Item number 18/039.

18/044 Church Road.

To consider additional parking. To seek advice from Highways – to be on next agenda.

18/045 Chapel Site.

Signage to confirm this is a, conservation area, and dedicated flower garden area to Carol Giles our former Chairperson, along with additional planting at an approximate cost of £100.00

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

18/046 S106 Funding.

£1,326.81 is available to be spent towards the provision and/or improvement and/or maintenance and/or enhancement of an area or areas of public open space. Any application would need to have written support of the Ward member and details of public consultation and support for the project.

It was agreed to purchase recreational play equipment, this to be announced at the Annual Parish Assembly to gain public support.

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

18/047 Financial Matters.

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

	CHEQUE No	TOTAL
Wickham St Pauls Village Hall Fund Invoice for repairs to Village Clock	002036	277.00
Wickham St Pauls Village Hall Fund Invoice No 1955, hall hire for January	002037	8.00
Acumen Invoice No. 15076 & 15147	002038	120.00
D. Jacob Salary for March including office rent	SO	485.36
Mr D. Stokes (Reimbursement for signs from Apogee Inv. No. AP1471)	002039	25.00
D. Jacob Expenses for January/February/March	002040	54.29

Proposed by Cllr. A. Johnstone, seconded by Cllr. D. Stokes, all in favour, resolution passed.

18/048 Village of the Year 2018

Signed (Chairman).....

29th May 2018

Agreed to enter for the Village of the Year 2018 – Chairman to finish completion of the form and to send.
Entry form to be submitted by 4th May 2018.
Proposed by Cllr. A. Johnstone, seconded by Cllr. D. Stokes, all in favour, resolution passed.

18/049 Churchyard of the Year 2018.

Agreed to enter for the Churchyard of the Year 2018 - Entry form to be submitted by (to be confirmed).
Proposed by Cllr. M. Cooper, seconded by Cllr. A. Johnstone, all in favour, resolution passed.

18/050 Items for next agenda.

Insurance for 2018
Data Protection Officer
Cleaning out the pond
Firework Committee
Church Road, possible additional parking
Emergency Plan

18/051 Date of Next Meeting.

Parish Council Annual Parish Assembly 15th May 2018 (7.00pm)
Parish Council Annual Parish meeting, followed by Parish Council meeting 29th May 2018 (7.30pm)

Meeting Closed at 9.35pm

Signed (Chairman).....

29th May 2018