

## WICKHAM ST PAULS PARISH COUNCIL

### MINUTES OF THE PARISH COUNCIL MEETING OF WICKHAM ST PAULS PARISH COUNCIL HELD ON TUESDAY 26<sup>th</sup> March 2019, AT 7.30pm IN THE PAVILLION, OF THE VILLAGE HALL

In the Chair: Cllr. D. Stokes  
Present Cllrs: Cllr. M. Cooper, Cllr. P. Nuttall and Cllr. B. Trew  
Clerk: Mrs D. Jacob  
Also present: Twenty members of the public

#### **19/024 Welcome and Apologies for Absence.**

Chairman welcomed everyone, apologies for absence received and accepted from County Cllr. David Finch (due to work commitments).

#### **19/025 Resignation.**

Resignation from Cllr. A. Johnstone received and accepted.  
Proposed by Cllr. M. Cooper, seconded by Cllr. P. Nuttall, all in favour, resolution passed.

#### **19/026 Declaration of Interests.**

None.

**19/027 Public Participation Session with respect to items on the agenda and other matters that are of mutual interest.** Members of the public raised concerns, as to why the Parish Council, are questioning the running of the Wickham St Pauls Consolidated Trust, when the trustees of the trust have done their best for the last 40 years. Three letters have been sent to the Parish Council regarding this, the Chairman confirmed that the Parish Council just wanted to check if the deed going back to 1898 was still current, and that the trustees were adhering to the conditions set out within it.

#### **19/028 District and County Councillors to address the members if present.**

Cllr. Scattergood, nothing to report at this moment, busy with elections.

#### **19/029 Minutes.**

To confirm the minutes of the Parish Council meeting held on 29<sup>th</sup> January 2019.  
Proposed by Cllr. M. Cooper seconded by Cllr. B. Trew, all in favour, resolution passed.  
To confirm the Personnel Committee Meeting scheduled for 13<sup>th</sup> February was cancelled – so no minutes.

#### **19/030 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."  
No Objection as the S106 Agreement has nothing to do with this planning application, as per advised by Braintree District Council to Cllr. M. Cooper.

Proposed by Cllr. M. Cooper, seconded by Cllr. B. Trew, all in favour, resolution passed.

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.  
No objection  
Proposed by Cllr. P. Nuttall, seconded by Cllr. M. Cooper, all in favour, resolution passed.

### **19/031 Wickham St Pauls Consolidated Trust – formally known as The Herrington Trust.**

**Item 1.** To discuss and consider correspondence received. Three letters have been received from members of the public raising concerns as to why the Parish Council are getting involved with the running of the trust The Wickham St Pauls Consolidated Trust Solicitors have confirmed that the original deed dated 1898 is still valid and should be adhered to the running of the trust, it states there should be six trustees and that they should have been appointed (which is not the case at present only three trustees, none of which have been appointed). There will be a public meeting called by the Wickham St Pauls Consolidated Trust to appoint three trustees from members of the public.

**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. Cllr. D. Stokes, Cllr M. Cooper and Cllr P. Nuttall were nominated three members of the Parish Council – all in favour – resolution passed.

Thanks, expressed to the former trustees of Wickham St Pauls Consolidated Trust.

### **19/032 Matters Arising – Updates**

Previous Minute Number 18/042 Item 1. A proposal for Beryl's legacy, a booklet at a cost of £150.00 - ongoing

Previous Minute Number 18/042 Item 2. To reinstate the village water pump at a cost of £700.00 – (£500.00 of funding has been granted by The Essex Heritage Trust - work to be completed by March 2020).

Previous Minute Number 18/130 Footpath Nature Trail (funding applied for £1,500.00) – (No funding granted on this occasion)

Previous Minute Number 18/164 Village Fete 2019 – and Dog Show 2019 - Deferred until May meeting, to be on next agenda.

Previous Minute Number 18/161 Church Road additional parking – Is at the validation stage with the LHP (Local Highway Panel).

Previous Minute Number 18/160 Memorial Stone – Permission granted.

Previous Minute Number 19/012 Traffic Calming – No way forward to be taken off agenda.

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. No dates or venues yet confirmed.

### **19/033 Village Hall Report**

Re-decoration now completed, Village Hall has been awarded £10,000 from the Lottery Fund to upgrade the existing toilets and to install a disabled toilet. Cheese and Wine evening to take place on 27<sup>th</sup> April at 7.30pm.

### **19/034 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).

Deferred until May meeting, to be on next agenda.

### **19/035 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”.

Deferred until May meeting, to be on next agenda.

### **19/036 Best Kept Churchyard 2019.**

It was agreed that the Parish Council would like to enter the 2019 competition.

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

### **19/037 Financial Matters.**

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

	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

Signed (Chairman).....

28<sup>th</sup> May 2019

2) Monthly Budget Statement - Received and noted.

Proposed by Cll. P. Nuttall, seconded by Cllr. B. Trew, all in favour, resolution passed.

**19/038 First Aid Training.**

Date for first aid training to be on 12<sup>th</sup> June 2019.

Proposed by Cll. P. Nuttall, seconded by Cllr. B. Trew, all in favour, resolution passed.

**19/039 Items for next agenda.**

Water Quality of the Pond

Litter and the cigarette ends, outside the village hall

Wickham St Pauls Consolidated Trust

Nature Trail

Sign for Pond

**19/040 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.

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

**19/041 Personnel Issues.**

**Item 1. Village Maintenance Operative (Handyman).**

**Item A.** To consider applicants., it was agreed to appoint Bethany Rippingale as from 1<sup>st</sup> May 2019.

**Item B.** Contract of employment Item (Agreed)

**Item C.** Job description (Agreed)

**Item 2. Parish Clerk & Responsible Financial Officer.**

**Item A.** Annual Clerks Appraisal, no appraisal was carried out.

**Item B.** National Salary Award (NALC, SLCC). Noted and agreed new scale points and rates.

**Item C.** Annual Salary Scale Increment, from 1st April 2019, award to move up one scale point.

**Item D.** Office Rent to remain as per existing.

Contract of employment signed to reflect changes.

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

**19/042 Date of Next Meeting.**

Annual Parish Assembly Wednesday 22nd May 2019 (7.00pm)

Annual Parish Meeting followed by Parish Council Meeting Tuesday 28h May 2019 (7.30pm)

Meeting Closed at 9.40pm

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Signed (Chairman).....

28<sup>th</sup> May 2019