

WICKHAM ST PAULS PARISH COUNCIL

MINUTES OF THE MEETING OF WICKHAM ST PAULS PARISH COUNCIL HELD ON TUESDAY 29th May 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: Three members of the public.

18/065 Welcome and Apologies for Absence.

Chairman welcomed everyone, apologies for absence received and accepted from Cllr. P. Nuttall, District Councillor Wendy Scattergood and County Councillor David Finch.

18/066 Declaration of Interests.

Received from Cllr. A. Johnstone regarding item 18/073 on the agenda.

18/067 Public Participation Session with respect to items on the agenda and other matters that are of mutual interest. None.

18/068 District and County Councillors to address the members if present.

None.

18/069 Minutes

Item 1: Minutes of the Parish Council Meeting held on 27th March 2018, signed by the Chairman as a true and accurate record.

Item 2: Minutes of the Annual Parish Assembly held on 15th May 2018, signed by the Chairman as a true and accurate record.

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

18/070 Vacancy on Wickham St Pauls Parish Council.

Item 1. Beverly Trew was considered and Co-opted onto Wickham St Pauls Parish Council.

Item 2. Beverley Trew signed acceptance of office.

Item 3. Declaration of Interest form to be sent direct to Braintree District Council, within 28 days, and also the Clerk to receive a copy.

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

18/071 Data Protection Officer.

The Government has made an amendment to its own Data Protection Bill to exempt all parish and town councils and parish meetings in England and community and town councils in Wales from the requirement to appoint a Data Protection Officer (DPO) under the General Data Protection Regulation.

This item was noted.

18/072 Accounts 2017/18.

Item 1 - Internal Auditors Report. Received and noted.

Item 2 - Clerk to confirmed reclaim for VAT 2017/2018.

Item 3 - Approval of Governance Statements for 2017/2018 prior to submission to the Audit Commission. Chairman and Clerk signed.

Item 4 - Approval of Accounting Statements for 2017/2018 prior to submission to the Audit Commission. Chairman and Clerk signed.

Item 5 -Year End Bank and Bank Reconciliation for 2017/2018 prior to submission to the Audit Commission. Chairman and Clerk signed.

Item 6 - To sign off the accounts for 2017/2018, Chairman and Clerk signed.

All off the above will be made available to view on our website, shortly (www.essexinfo.net/wickham-st-pauls).

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

Signed (Chairman).....

24th July 2018

18/073 Dog Show 2018.

Permission granted to hold a Dog Show on Saturday 8th September 2018 and the show itself will run from approximately 1pm – 5pm.

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

18/074 Armistice Day.

Permission granted to play the bagpipes at 6:00 a.m. on the 11th. November on the village green.

Proposed by Cllr. A. Johnstone, seconded by Cllr. B. Trew, all in favour, resolution passed.

18/075 Wedding on the Green.

Eleanor Simpson and Martyn Little (both WSP residents) have booked the Green and Hall from 10 – 12th August, Cricket Match hopefully to be re-scheduled. Permission granted.

Proposed by Cllr. A. Johnstone, seconded by Cllr. B. Trew, all in favour, resolution passed.

18/076 Tree.

To consider planting a Popular Tree on the grass apron in front of the pavilion at a cost of approx. £100.00

Proposed by Cllr. A. Johnstone, seconded by Cllr. B. Trew, all in favour, resolution passed.

For the complete removal to ground level of 1 dead Willow tree adjacent to the village hall and Oak Farm

For the lifting of the crowns of 1 Willow tree growing beside village pond adjacent to the bench

For the removal of selected branches on 1 Alder tree growing in village pond

Work will be carried out to BS3998 and logs will be tipped at the back of the Ship Pub as requested. Price £320.00

Proposed by Cllr. B. Trew, seconded by Cllr. A. Johnstone, all in favour, resolutions passed.

18/077 Planning Matters.

No applications received.

18/078 Play Equipment.

Funding has been applied for from the National Lottery Fund for consideration – decision should be in August.

S106 Funding to continue to get signatures on the petitions and to make a request for support from District Councillor Wendy Scattergood.

18/079 Defibrillator.

To order 2 new sets of pads for the defibrillator, adult and paediatric, as the expiry date has lapsed, cost approx. £170.00. Cllr. B. Trew appointed to inspect the defibrillator once a month.

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

18/080 Replacement Wooden Seat.

Proposed to purchase an Athol 5ft Redwood Bench at a cost of £185.00

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

It was mentioned, that if a request is made to site a memorial seat within the parish, then the Parish Council should carefully consider the costs it may incur over the years e.g. insurance/maintenance, life span costs incurred.

18/081 Financial Matters.

- 1) Financial Statement for April May (Items to be approved for payment and signed as per payment schedule).

	CHEQUE No.	TOTAL
<u>CHEQUES TO APPEAR IN 2018/19 FIGURES AS BUDGETED</u>		
D. Jacob (Salary for April)	SO	484.76
Village Hall Inv. 197	2041	8.00
EALC (Subscriptions for EALC & NALC) Inv. 9572)	2042	98.96
Maestro Tree Services	2043	70.00
Mr A. Rippingale	2044	140.00
James Todd & Co Ltd Inv. No. 28167	2045	30.00
D. Jacob (Salary for May)	SO	484.76

Signed (Chairman).....

24th July 2018

D. Jacob (Salary Difference for May)	2046	14.54
HM Revenue & Customs (For May)	2047	4.60
D. Jacob (Expenses for April/May)	2048	23.32
Wickham St Pauls Cricket Club	2049	1,000.00
J.C. Reddington (Internal Auditor)	2050	70.00
S. Shuttlewood	2051	295.00
L. S. System Ltd (Wooden Seat) (Void made out in error)	2052	180.00
Village Hall Inv. 1991	2053	26.00
Wickham St Pauls WI	2054	152.65

Cheques also raised for the following:

L.S. Systems Ltd £185.00 cheque number 2055 (minute number 18/080)

Came & Company £330.00 cheque number 2057 (minute number 18/061)

Cardiac Science (Defibrillator Pads) £169.14 cheque number 2058 (minute number 18/079)

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

2) Budget Statement was received and noted.

18/082 CCTV.

New signs to be displayed.

Proposed by Cllr. A. Johnstone, seconded by Cllr. B. Trew, all in favour, resolution passed.

18/083 Date of Next Meeting.

Parish Council Meeting Tuesday 24th July 2018 (7.30pm).

Meeting Closed at 9.00pm

Signed (Chairman).....

24th July 2018