

## WICKHAM ST PAULS PARISH COUNCIL

### MINUTES OF THE PARISH COUNCIL MEETING OF WICKHAM ST PAULS PARISH COUNCIL HELD ON TUESDAY 27<sup>th</sup> November 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 and Cllr. B. Trew  
Clerk: Mrs D. Jacob  
Also, present: Three members of the public

#### **18/153 Welcome and Apologies for Absence.**

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

#### **18/154 Declaration of Interests.**

None.

**18/155 Public Participation Session with respect to items on the agenda and other matters that are of mutual interest.** A member of the public made an observation that the Parish Council accounts appeared to be over budget, the Clerk explained that when the Parish Council set the budget, that grant funding received had not been taken into account, as it is difficult to know if funding is available and if we are likely to receive any during the next financial year.

#### **18/156 District and County Councillors to address the members if present.**

Not present.

#### **18/157 Minutes.**

To confirm the minutes of the Extraordinary Parish Council meeting held on 6th November 2018.  
Proposed by Cllr. A. Johnstone, seconded by Cllr. B. Trew, all in favour, resolution passed.

#### **18/158 Planning Matters.**

None.

#### **18/159 Special Motion. VOTE TO SUSPEND STANDING ORDER 9(b).**

**Item 1.** To revisit item 18/045 Chapel Site Memorial stone for Carol Giles.

Permission to install stone from BDC required, Council members to revisit and discuss.

**Item 2.** To revisit item 18/104 – Additional Parking in Church Road, Council members to consider if additional parking is required.

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

#### **18/160 Memorial Stone.**

To revisit item 18/045 -To obtain permission from BDC to install the memorial stone for Carol Giles in the Chapel Yard at a cost of £117.00. Proposed by Cllr. M. Cooper, seconded by Cllr. A. Johnstone, all in favour, resolution passed.

#### **18/161 Church Road.**

To revisit item number 18/104 – Additional Parking in Church Road, Council members to consider if additional parking is required. It was considered that a hardstanding is required with restrictions for cars only and lengthening the area as much as possible, in order to increase the parking, proposal to be sent to Highways for further evaluation.

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

It was also noted that cars are crossing over the footpath in this area, and that this was not a vehicular access route.

#### **18/162 To reinstate Standing orders.**

Vote to reinstate standing orders, in order for meeting to continue.

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

Signed (Chairman).....

29<sup>th</sup> January 2019

### **18/163 Village Hall Report.**

A quiz night had been held and was well attended. Tenders had been sent out for decoration of the village hall. A cheese and wine evening has been scheduled, free for all to attend, to be held in March 2019.

### **18/164 Village Fete 2019.**

Discussed and considered holding a village fete in 2019, this to be advertised in the Look Out magazine and door to door flyers to see how much interest is generated, as volunteers and sponsors will be required.

### **18/165 Matters Arising – Updates**

Previous Minute Number 18/033 Condition of Village Pond – ongoing, next water analysis will be in March 2019.

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 £400.00 – this has been allocated into the budget for 2019/2020 and is ongoing

Previous Minute Number 18/076 To plant a Hornbeam at a cost of approx. £70.00 - ongoing

Previous Minute Number 18/123 Item 2 -Firework Working Group Bank account - ongoing

Previous Minute Number 18/126 CIF Funding update (Play equipment 2nd phase) - ongoing

Previous Minute Number 18/129 Village Christmas Decoration Competition The Parish Council to provide the £50.00 prize money this year, but sponsors to be found for future years.

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

Previous Minute Number 18/130 Footpath Nature Trail (£1,500.00) – Working group held a meeting and are focusing on the noticeboard at the moment, to include a sketch of the village green, and walks around the village which will tie into the booklet, with brief history of the local area. Funding still ongoing – if no funding available or received the Parish Council to provide a maximum of £1,500.00 towards the cost, as CIF funding requires match funding. The Parish Council has allocated this into the budget for 2019/2020, ongoing.

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

Previous Minute Number 18/132 Local Services Fund – ongoing

### **18/166 Open Spaces Action Plan 2019.**

Projects considered and the following to be listed onto the Braintree District Council Open Spaces Action plan 2019: -  
Nature Trail

Play Equipment

Clearing and enhancing two ponds

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

### **18/167 Precept/Budget for 2019/2020.**

As required by section 33 of the Localism Act 2011, Parish Councillors are obliged to leave discussions where they have a disclosable pecuniary interest. To participate in the setting of a precept for the Council, the councillors will require a dispensation, and for this purpose, Wickham St Pauls Parish Council resolves to delegate to the Clerk the power to grant a dispensation from exclusion to all Councillors for the purpose of considering and setting the precept.

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

### **18/168 Precept/ Budget 2019/2020**

Item 1. The Budget for 2019/2020 set at £14,550.00

Item 2. The precept has not been increased for 5 years, this is the only form of income as funding from Braintree District Council has now stopped and so it was decided to increase the precept this year by 5%.

The Precept for 2019/2020 set at £11,160.00.

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

### **18/169 The Herrington Trust.**

Further information required, Clerk to send a letter, item to be on next agenda. If no response from the Trustees within the next two weeks, then a further letter to be sent to the Trustees suggesting that the proceeds from the sale of the

field are not distributed until it has been established that the Trustees acted in accordance with the terms of the agreement.

**18/170 Grass cutting invitations to tender.**

To send out invitations to tender for grass cutting 2019.

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

**18/171 Monthly Inspection of Assets.**

All assets to be asset tagged and monthly inspections carried out initially by a Councillor and then possibly by the handyman, if we employee one in the new year.

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

**18/172 Parish Council Meeting Times.**

It was considered to start Parish Council meetings earlier in the evenings, but after consideration it was decided to start the meetings at the usual time of 7.30pm (No change to dates or times). Members of the public raised concerns that they may not be able to make the earlier time.

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

**18/173 Financial Matters.**

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

	CHEQUE	TOTAL
D. Jacob (Salary for November including office rent)	SO	446.43
HM Revenue & Customs (For November)	002089	48.20
D. Jacob (Expenses October/November)	002090	44.82
Braintree District Council (Permission for installation of Memorial stone)	002091	117.00
Derek Stokes (Reimbursement for signs, ink, screws)	002092	11.33
Angela Johnstone (Reimbursement for The Royal British Legion)	002093	220.00
The Victory Inn (Prize for Christmas Lights Competition)	002094	50.00

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

- 2) **Monthly Budget Statement.** Received and noted.

**18/174 Items for next agenda.**

Traffic Calming.

Herrington Trust.

**18/175 Date of Next Meeting.**

Parish Council Meeting 29th January 2019 (7.30pm)

Meeting Closed at 9.02pm

Signed (Chairman).....

29<sup>th</sup> January 2019