

WICKHAM ST PAULS PARISH COUNCIL

www.e-voice.org.uk/wickham-st-pauls

21ST JULY 2020

DUE TO THE CORONAVIRUS AND GOVERNMENT ADVICE THIS VIRTUAL MEETING WILL BE HELD BY ZOOM
PLEASE SEND YOU E-MAIL ADDRESS TO THE CLERK IF YOU WISH TO BE INVITED

ITEM 20/083 THE PRESS AND PUBLIC ARE INVITED ATTEND VIA ZOOM OR TO CONTACT/SEND COMMENTS TO THE PARISH CLERK

DEAR COUNCILLOR

YOU ARE SUMMONED TO ATTEND THE FORTHCOMING PARISH COUNCIL MEETING, OF WICKHAM ST PAULS PARISH COUNCIL TO BE HELD, AT **7.30 P.M. ON TUESDAY 28TH JULY 2020** FOR THE PURPOSE OF TRANSACTING THE BUSINESS SHOWN IN THE AGENDA.

THE PUBLIC AND PRESS ARE WELCOME TO BE PRESENT.



DIANE JACOB
CLERK & RESPONSIBLE FINANCIAL OFFICER OF THE COUNCIL

AGENDA

ITEM	PRESENTER	SUBJECT	STATUS
20/081	Chairman	Welcome and Apologies for Absence. Members are reminded that the LGA1972, s85 states that apologies for absence must be received prior to a meeting.	Information/ Decision
20/082	All Members	Declaration of Interests. To receive any disclosable pecuniary interests or non-pecuniary interests, or interests relating to items on the agenda. Members of the council are subject to the Local Authorities Code of Conduct as adopted in May 2019.	Decision
20/083	All Members	Public Participation Session with respect to items on the agenda and other matters that are of mutual interest. Councillors are no longer permitted to make representation in the Public Forum if they have Disclosable Pecuniary Interests and/or other Pecuniary Interests on any items on the agenda as stated in the adopted Code of Conduct. The maximum time allowed for the public to participate, as stated in the Wickham St Pauls Parish Council Standing Orders, is 15 minutes in total with each person being invited to speak for a maximum of 3 minutes. At the close of this item members of the public will no longer be permitted to address the council unless the Chairman deems it appropriate and adjourns the meeting.	Information
20/084	All Members	District and County Councillors to address the members if present. District Councillor, County Councillor.	Information
20/085	All Members	Minutes. Item 1. To confirm the minutes of the Annual Parish Council meeting held on 28 th May 2020. Item 2. To confirm the minutes of the Parish Council meeting held on 28 th May 2020.	Decision
20/086	All Members	Planning Matters. Item 1. Planning Application Ref: 20/00941/HH Description: Erection of a replacement single storey side/rear extension Location: Chestnut Cottage Church Road Wickham St Paul Essex CO9 2PN Ref: 20/00942/LBC Description: Demolition of existing rear /side lean-to plastic roofed extension and replacement with slate roofed extension Location: Chestnut Cottage Church Road Wickham St Paul Essex CO9 2PN Ref: 20/00955/HH & PP-08807294 Description: Erection of detached garage outbuilding Location: Windsors Shellards Lane Wickham St Paul Essex CO9 2PP	Decision

		<p>Ref: 20/00564/FUL Description. Construction of new 4-bed detached dwelling house Location Mansard School Road Wickham St Paul Essex CO9 2PR</p> <p>Ref: 20/00979/FUL Description: Construction of No.7 2 Bedroom Dwellings Location: Land West Of Church Road Wickham St Paul Essex</p> <p>Ref: 20/01028/HH Description: Erection of a single storey side extension Location: 1 Fox Yard Church Road Wickham St Paul Essex CO9 2PW</p> <p>TO CONSIDER ANY APPLICATIONS RECEIVED</p> <p>Item 2. To consider if Wickham St Pauls Parish Council would like to work towards a Neighbourhood Plan or a Village Design Statement.</p> <p>Item 3. To set up a working group to undertake and work until completion on item 2.</p>																															
20/087	All Members	<p>Accounts 2019/20.</p> <p>Item 1 - Internal Auditors Report.</p> <p>Item 2 - Certificate of Exemption - To confirm that Wickham St Pauls Parish Council have certified themselves as exempt as the gross income or gross expenditure did not exceed £25,000 in the year ended 31 March 2020.</p> <p>Item 3 – Clerk to confirm reclaim for VAT 2019/2020.</p> <p>Item 4 – Approval of Annual Governance Statement for 2019/2020 prior to submission to the Audit Commission.</p> <p>1. We have put in place arrangements for effective financial management during the year, and the preparation of the accounting statements.</p> <p>2. We maintained an adequate system of internal control including measures designed to prevent and detect fraud and corruption and reviewed its effectiveness.</p> <p>3. We took all reasonable steps to assure ourselves that there are no matters of actual or potential non-compliance with laws, regulations and Proper Practices that could have a significant financial effect on the ability of this authority to conduct its business or manage its finances.</p> <p>4. We provided proper opportunity during the year for the exercise of electors’ rights in accordance with the requirements of the Accounts and Audit Regulations.</p> <p>5. We carried out an assessment of the risks facing this authority and took appropriate steps to manage those risks, including the introduction of internal controls and/or external insurance cover where required.</p> <p>6. We maintained throughout the year an adequate and effective system of internal audit of the accounting records and control systems.</p> <p>7. We took appropriate action on all matters raised in reports from internal and external audit.</p> <p>8. We considered whether any litigation, liabilities or commitments, events or transactions, occurring either during or after the year-end, have financial impact on this authority and, where appropriate, have included them in the accounting Chairman and Clerk to sign.</p> <p>Item 5 - Approval of Accounting Statements for 2019/2020 prior to submission to the Audit Commission. Chairman and Clerk to sign.</p> <p>Item 6 –Year End Bank Reconciliation for 2019/2020 prior to submission to the Audit Commission. Chairman and Clerk to sign</p> <p>Item 7 - To sign off the accounts for 2019/2020, Chairman and Clerk to sign.</p> <p>Item 8 – To confirm the notice of public rights and publications of annual governance and accountability return will be displayed between 15th June 2020 - 24th July 2020.</p>	Decision																														
20/088	All Members	<p>Financial Matters.</p> <p>1) Financial Statement (Items to be approved for payment and signed as per payment schedule).</p> <table><tr><td></td><td>CHEQUE No.</td><td>TOTAL</td></tr><tr><td>Playsafety Ltd Inv. No. 48701 (RoSPA report)</td><td>002209</td><td>82.20</td></tr><tr><td>D. Jacob (Salary for June)</td><td>SO</td><td>430.00</td></tr><tr><td>D. Jacob (Adjustment to Salary for June)</td><td>002210</td><td>3.90</td></tr><tr><td>HM Revenue & Customs (For June)</td><td>002194</td><td>103.20</td></tr><tr><td>B. Rippingale (Salary for June)</td><td>002195</td><td>86.32</td></tr><tr><td>Dove Support Inv. No. 1116</td><td>002211</td><td>148.79</td></tr><tr><td>Cardiac Science Holdings (uk) Ltd Inv No. 7385681 Void (Cheque made out in error)</td><td>002212</td><td>-</td></tr><tr><td>D. Stokes (Reimbursement for materials as per receipts)</td><td>002213</td><td>38.58</td></tr><tr><td>Rural Community of Essex (Subscription)</td><td>002214</td><td>52.80</td></tr></table>		CHEQUE No.	TOTAL	Playsafety Ltd Inv. No. 48701 (RoSPA report)	002209	82.20	D. Jacob (Salary for June)	SO	430.00	D. Jacob (Adjustment to Salary for June)	002210	3.90	HM Revenue & Customs (For June)	002194	103.20	B. Rippingale (Salary for June)	002195	86.32	Dove Support Inv. No. 1116	002211	148.79	Cardiac Science Holdings (uk) Ltd Inv No. 7385681 Void (Cheque made out in error)	002212	-	D. Stokes (Reimbursement for materials as per receipts)	002213	38.58	Rural Community of Essex (Subscription)	002214	52.80	Decision
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20/089	All Members	RoSPA Report 2020 - Play area inspection. Item 1. To discuss and consider the RoSPA inspection report. Item 2. To consider a quote to carry out the remedial work in the RoSPA report, do the Parish Council have sufficient funds to cover this now or should these figures be put in the next budget for 2021/2022.	Decision																																	
20/090	All Members	Parish Calendar 2021. To set the dates for the Parish Calendar 2021.	Decision																																	
20/091	All Members	Matters Arising – Updates Item 1. Previous Minute Number 18/042 Item 2. Village Pump – update by Cllr Cooper. Item 2. Previous Minute Number 18/161 Item 1. Church Road additional parking and traffic calming – (Highways) update by Cllr Stokes. Item 3. Previous Minute Number 18/161 Item 2. Speed Indicator Device – update. Item 4. Previous Minute Number 18/042 Item 1. A proposal for Beryl's legacy, a booklet at a cost of £150.00 - update Item 5. Previous Minute Number 19/092 Trees Planting on the Village Green – update. Item 6. Village Hall Report – update by Cllr Cooper. Item 7. Wickham St Pauls Consolidate Trust – formally known as The Herrington Trust – update Item 8. Previous minute number 20/074 Play Equipment. Steps on the slide – update. Item 9. Previous minute 20/078 A131 Long Gardens – speeding – update. Item 10. Previous minute number 20/077 Virtual Meetings. Parish Council laptop and software –to consider the quote from Dove support to upgrade the software to windows 10.	Decision																																	
20/092	All Members	Pond. To discuss vegetation and pond clearance, and to consider quotes for dredging the pond this autumn.	Decision																																	
20/093	All Members	Post Box. The Parish Council have asked Royal Mail to install a large post box in the village–update.	Decision																																	
20/094	All Members	Footpaths. Update.	Decision																																	
20/095	All Members	National Local Council Award Scheme. Congratulations to Wickham St Pauls Parish Council on achieving the Foundation Level Award, would we like to progress onto the next level?	Decision																																	
20/096	All Members	Councillor Resignations. To confirm receipt of resignations from Cllr Bev Trew and Cllr David Sear. Councillor Vacancy on Wickham St Pauls Parish Council. We currently have two vacancies on Wickham St Pauls Parish Council. If anyone is interested in joining us please contact the Clerk for an application form.	Information																																	
20/097	All Members	Items for next agenda. Please note that no decisions can be lawfully made under this item, LGA 12 10 (2) (b) states that business must be specified therefore the council cannot lawfully raise matters for decision.	Information																																	
20/098	All Members	Date of Next Meeting. Parish Council meeting 29 th September 2020.	Information																																	

Council Documents.

Large print, in braille, or hard copy of agenda, minutes, etc are available on request.

THIS NOTICE WAS ISSUED BY:

Mrs Diane Jacob (Clerk & Responsible Financial Officer of Wickham St Pauls Parish Council)

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