

WICKHAM ST PAULS PARISH COUNCIL

www.wickhamstpaulsparishcouncil.org

22ND SEPTEMBER 2020

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

ITEM 20/101 THE PRESS AND PUBLIC ARE INVITED TO ATTEND VIA ZOOM OR TO CONTACT/SEND COMMENTS TO THE PARISH CLERK

DEAR COUNCILLOR

YOU ARE SUMMONED TO ATTEND THE FORTHCOMING VIRTUAL PARISH COUNCIL MEETING, OF WICKHAM ST PAULS PARISH COUNCIL TO BE HELD, AT **7.30 P.M. ON TUESDAY 29TH SEPTEMBER 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
20/099	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
20/100	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
20/101	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
20/102	All Members	District and County Councillors to address the members if present. District Councillor, County Councillor.	Information
20/103	All Members	Minutes. To confirm the minutes of the Parish Council meeting held on 28 th July 2020.	Decision
20/104	All Members	Planning Matters. Item 1. Planning Applications Ref: TO CONSIDER ANY APPLICATIONS RECEIVED	Decision
20/105	All Members	Neighbourhood Plan or a Village Design Statement. Item 1. To consider if Wickham St Pauls Parish Council would like to work towards a Neighbourhood Plan or a Village Design Statement Item 2. To set up a working group to undertake and work until completion on item 1.	Decision
20/106	All Members	Internal Auditor. To consider to appoint Jan Stobart as the internal auditor at a cost of £185.00.	Decision

20/107	All Members	Tree Survey. To consider a quote at a cost of £240.00 plus VAT to carry out a tree survey by a qualified Arborist.	Decision																																																									
20/108	All Members	Financial Matters. 1) Financial Statement (Items to be approved for payment and signed as per payment schedule). <table><tr><td></td><td>Cheque Number</td><td>Total</td></tr><tr><td>Hit Marketing & Design Ltd (Inv.No. 2690)</td><td>002225</td><td>30.00</td></tr><tr><td>D. Jacob (Salary for August)</td><td>SO</td><td>430.00</td></tr><tr><td>D. Jacob (Adjustment to Salary for August)</td><td>002226</td><td>3.90</td></tr><tr><td>HM Revenue & Customs (For August)</td><td>002227</td><td>103.20</td></tr><tr><td>B. Rippingale (Salary for August)</td><td>002228</td><td>86.32</td></tr><tr><td>D. Jacob (Expenses for August)</td><td>002229</td><td>26.47</td></tr><tr><td>JPB Landscapes Ltd (Inv.No. 1095 & 1102 (for August & September)</td><td>002230</td><td>516.00</td></tr><tr><td>Dove Support Ltd (Inv. No.1176)</td><td>002231</td><td>331.20</td></tr><tr><td>Cardiac Science Ltd (Inv. No.,7388392)</td><td>002232</td><td>49.14</td></tr><tr><td>D. Stokes (Reimbursement as per receipts)</td><td>002233</td><td>43.99</td></tr><tr><td>D. Jacob (Salary for September)</td><td>SO</td><td>430.00</td></tr><tr><td>D. Jacob (Adjustment to Salary for September)</td><td>002234</td><td>72.50</td></tr><tr><td>HM Revenue & Customs (For September)</td><td>002235</td><td>120.40</td></tr><tr><td>EALC (Local Council Award Scheme) Inv. No. 13081</td><td>002236</td><td>60.00</td></tr><tr><td>Tutton Timber Inv.No. 12675</td><td>002237</td><td>135.36</td></tr><tr><td>D. Jacob (Expenses for September)</td><td>002238</td><td>24.19</td></tr><tr><td>Maestro Tree Services Invoice dated 16/9/2020 for Lifting crowns from trees etc</td><td>002239</td><td>680.00</td></tr><tr><td>Playquip Leisure Inv. No. 8767</td><td>002240</td><td>2,332.80</td></tr></table> 2) Monthly Budget Statement.		Cheque Number	Total	Hit Marketing & Design Ltd (Inv.No. 2690)	002225	30.00	D. Jacob (Salary for August)	SO	430.00	D. Jacob (Adjustment to Salary for August)	002226	3.90	HM Revenue & Customs (For August)	002227	103.20	B. Rippingale (Salary for August)	002228	86.32	D. Jacob (Expenses for August)	002229	26.47	JPB Landscapes Ltd (Inv.No. 1095 & 1102 (for August & September)	002230	516.00	Dove Support Ltd (Inv. No.1176)	002231	331.20	Cardiac Science Ltd (Inv. No.,7388392)	002232	49.14	D. Stokes (Reimbursement as per receipts)	002233	43.99	D. Jacob (Salary for September)	SO	430.00	D. Jacob (Adjustment to Salary for September)	002234	72.50	HM Revenue & Customs (For September)	002235	120.40	EALC (Local Council Award Scheme) Inv. No. 13081	002236	60.00	Tutton Timber Inv.No. 12675	002237	135.36	D. Jacob (Expenses for September)	002238	24.19	Maestro Tree Services Invoice dated 16/9/2020 for Lifting crowns from trees etc	002239	680.00	Playquip Leisure Inv. No. 8767	002240	2,332.80	Decision
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20/109	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. This is on the schemes awaiting funding list they cannot provide details of when this will be funded as this is a panel decision and there is currently no budget until next financial year. Item 3. Previous minute 20/078 A131 Long Gardens – speeding – update. Item 4. Previous Minute Number 18/161 Item 2. Speed Indicator Device – update. Speed surveys are yet to be undertaken these were put on hold due to Covid- 19 we also could not undertake them when the initial request came in as we have no revenue budget left. The restriction on surveys have now been lifted and surveys can start to progress. However this may still be a few months off as there is now a backlog. 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 Area - Slide run off and bonded mulch - steps on the slide – update. Item 9. Previous minute number 20/092 Vegetation and dredging the pond - update. Quote for clearing vegetation, bramble nettles and leaves, £560.00. Item 10. Previous minute number 20/093 Post Box – update. Item 11. Previous minute number 20/094 Footpaths- update.	Decision																																																									
20/110	All Members	Council Documents. Item 1. To consider to adopt a Publication Scheme. Item 2. To consider to adopt the Risk Assessment for Recreational Equipment Covid 19 only. Item 3. To consider to adopt a Risk Assessment for Litter Picking.	Decision																																																									
20/111	All Members	Oak Posts around the Green. To consider additional oak posts around the green at a cost of £135.36 for 12.	Decision																																																									

20/112	All Members	Fireworks. To discuss possible fireworks event on Trafalgar day.	Decision
20/113	All Members	Hedges. To discuss the cutting of hedges in the village.	Information
20/114	All Members	Village Maintenance Operative. To confirm that the Parish Council has a vacancy for a Village Maintenance Operative, to contact the Clerk for details.	Decision
20/115	All Members	Two Councillor Vacancies on Wickham St Pauls Parish Council. Item 1. To consider applications and Co-Opt candidates. Item 2. Co-opted Candidates to sign 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.	Decision
20/116	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
20/117	All Members	Date of Next Meeting. Parish Council meeting 24 th November 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)

5 Crocklands, Greenstead Green, Halstead, Essex CO9 1QY

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