

BARLING MAGNA PARISH COUNCIL

www.barling-magna.org.uk

CHAIRMAN:
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CLERK:
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AGENDA

YOU ARE HEREBY SUMMONED TO A MEETING OF THE BARLING MAGNA PARISH COUNCIL TO BE HELD AT THE VILLAGE HALL ON THURSDAY 14th JUNE 2012.

(Commencing at 7.30pm.)

1. To Record the Members Present:

2. Apologies and reasons for absence:

To be received by the Clerk in person via: email, letter and telephone.

3. Co-option of a Councillor:

- i i The co-option of Mr A Jones as a BMPC Councillor.
- ii Mr A Jones to sign the statutory Declaration of Acceptance of Office.
- iii Councillor Mr A Jones to sign and return his declarations of interests under the Model Code of Conduct.
- ii i Councillor Mr M Pearmain to sign his Declaration of Acceptance of Office.
- ii Councillor Mr M Pearmain to sign and return his declarations of interests under the Model Code of Conduct.

4. To Receive Declarations of Interests:

5. Guest Speaker:

6. Public Forum: (5 min per person only)

Councillors, Guests, visiting Ward/County Councillors and questions from members of the public.

7. To Receive the Minutes of the AGM of 17th May 2012.

The Council to agree the Minutes above.

8. Matters Arising (not included on the Agenda)

- i (Minute 20/i) Security patrol on the haul road.
To report misuse of the haul road, The security Mobile Number 078256 80936 (24 hrs/7days week).
- ii (Minute 20/ii) Website.
 - i The Clerk's request: advertisement flyers for future events, etc and updates.
 - ii Councillors to look at the Wakering web site for guidance.
- iii (Minute 20/iii) Draft flver of information and guidance to all horse and car owners.
The final draft flyer to include the PC name at the top.
- iv (Minute 20/iv) Salt bags to councillors
Councillor Mr S Sterry's report.
- v (Minute 20/v) Hedge at the corner of Barling Road and Church Road.
Clerk's report:
- vi (Minute 11/ii) Councillors dot gov emails, etc
Clerk's report:

9. Councillors Action List

To discuss:

10. Charity Information Meeting

- i To receive notes of the Charity Information Meeting with Sue Sheppard (RCCE) on Wednesday the 30th May 2012.
- ii To discuss:

11. Standing Orders 81 f:

- i The first half is resolved as: the Chairman of the Village Hall Committee will be the Chairman of the Parish Council.
- ii The second half to discuss:
- iii As resolved: all PC business to be conducted and decided in Public.

12. Financial regulations:

Agreed: to be discussed at an Extraordinary Meeting held on the 30th October 2012.

13. The Council Risk Assessment:

- i To agree:
- ii To discuss the Clerk's advice: that one or more Councillor/s should have the responsibility for producing and carrying out Risk Assessments for all BMPC public events.

14. The Complaints Procedure:

- i To agree:
- ii To adopt: Resolution on the wording of the same Code of Conduct, as the Rochford District Council.

15. Standing Orders 78 b:

To discuss an 'in house' formal procedure: in the case of Councillor/s acting outside the Standing Orders, Financial Regulations, etc

16. Freedom of Information Act:

To agree:

17. The Data Protection Act:

To agree:

18. DRAFT Representatives on Outside Bodies 2012-2013:

Barling Magna Wildlife Reserve Committee.

- i (4 Councillor members) Cllrs: Mr Gardiner, Mrs I Knight, Mr M Pearmain and Mr S Sterry.
- ii 2012-2013 Public members: Mr Tony Golab.
- iii Chairman – to be agreed subject to the Standing Orders 81f modification by the PC (Minute 11 12/13 Standing Orders/i) above.

Village Hall Management Committee:

- i (4 members) Cllrs: Mrs J Bulman, Mr R Gardiner, Mrs I Knight, vacancy and representatives of the Hall Users
 - ii Chairman as previously resolved: Cllr: Mr R Gardiner Parish Council Chairman.
- Advisory Health and Safety Committee
Cllrs: Mr Gardiner, Mrs I Knight, Mr M Pearmain, Mr S Sterry and member of the public Mr C Wood.

Crime Prevention. (1 members) Cllr: Mrs J Bulman

Footpath Rep. (1 member) Cllr: Mrs I Knight

Advisory Internal Audit. (3 Members) Cllrs: Mr R Gardiner, Mr M Steptoe, and Mr S Sterry.

Advisory Planning Quorum. (3 Members) Cllrs: Mr R Gardiner and any two members.

Advisory Play Space. (3 Members) Cllrs: Mr R Gardiner, Mrs J Bulman and Mr J Edmunds.

Rochford Hundred Association Local Councils.

(3 members) Cllrs: Mr J Allen, Mr R Gardiner and Mr S Sterry

Sea Wall Defence. (1 member) Cllr: Mr S Sterry

Transport. (1 member) Cllr: Mr S Sterry.

Roach Group: Cllrs: Mr R Gardiner.

East Area Committee: Cllr Any one Member .

Advisory Administration Review Committee Cllrs: Mr J Allen, Mr R Gardiner, Mr M Steptoe and Mr S Sterry

Advisory Parish Council Publicity Committee (2 members)

Cllr: Mr S Sterry and vacancy.

Parish Plan Steering Committee: (3 members)

Cllrs: Mrs J Bulman, Mrs I Knight and Mr S Sterry.

Advisory Financial Committee:

Chairman, Vice Chairman and Ward Councillor.

Complaints Committee (Model Code of Conduct):

Chairman, Vice Chairman and Ward Councillor.

Advisory Charity Status Committee (4 members)

Cllrs: Mrs J Bulman, Mrs I Knight, Mr R Gardiner and Mr M Steptoe.

Advisory Village Centre Committee (4 members)

Cllrs: Mrs J Bulman, Mrs I Knight, Mr R Gardiner and Mr M Steptoe.

Village Hall Custodian Trustees.

All serving Councillors.

19. To Receive the Minutes of the AGM of 17th May 2012.

The Council to resolve to agree.

20. Parish Council Advisory Publicity Committee

Councillor reports:

21. To Receive the Minutes of Parish Plan Steering Committee Meeting of 11th June 2012.

Report:

22. To Receive the Minutes of the Village Hall Committee of 29th May 2012:

i Matters Arising:

ii Future Village Hall Steering Committee members

iii Quiz Night report:

23. Village Sign:

i Councillors reports: Harry Stebbings workshop delivery of the Sign and post on Saturday 19th May re: Post length.

ii The Clerk's report:- New required updated calculations/costs - Jackson Builders (with new calcs for the Village Sign) base steels – start date – extra costs – bricks – old post – sign is now taken down – New post requirements to discuss.

iii Opening of the Sign by the Vice/Chairman of the RDC, Councillor Mrs B Wilkins on Sunday 3rd June 2012 report:

24. Diamond Jubilee Street Party:

Reports:

25. To Receive the Interim updates of the Wildlife Reserve Committee

i Health and safety - WLR.

Update:

ii To receive the Chairman's bimonthly report of June 2012:

iii The replacement Container:

Update:

iv Mr Pitts and W/R grass cutting.

Mr Pitts contract for the WLR to discuss:

v Grant Funding:

i (Iseki) a further grant source (50%) is being sought by the Clerk.

ii Crusader Power Scythe:

Update:

vi Potential tree hazards

Tree management programme update:

vii The Jubilee Wood.

The children's event re: potting/planting of the Jubilee Wood 'whips' on Saturday 2nd June at 10.30am.

26. Playspace.

Strong anti dog notices required.

27. Planning.

i New Application no

ii Appeals:

iii Delegated and Development Committee Planning decisions:

iv Alleged Planning Contraventions:

28. Correspondence.

- i To record letters of 18th May 2012 to both applicants for co-option as Councillors.
- ii To record an e/letter 24th May 2012 to Came and Company (Aviva) re: New business and long term contract.
- iii To record an e/letter 30th May 2012 to CiF, Essex CC re: Cif/6 claims for the container and replacement Village Sign.
- iv Publications and General Information inc: EALC County Update and Bundles, Making the Links, Fieldwork, Bus timetables, Bus Maps, Meetings open to the Public, etc are placed on the table.

29. Finance.

- i To receive a Financial Statement for the period ending 7th June 2012.
- ii The Internal Auditors report: Mr T Golab’s employed/self employed position for the HMRC.
- iii To receive an Invoice June 2012 from Mr Pitts invoice 76152 - General Green Maintenance. £ 242-00.
- iv To receive an Invoice June 2012 from Mr Pitts invoice 28001 - Green bins waste/litter disposal £ 75-00. WL
- v To receive an Invoice June 2012 from CWT Partnership invoice A 5187 -Village Sign Base + extra calculations £ 96-00.
- vi To receive an Invoice June 2012 from Jackson Builders invoice 091 -Village Sign Base + extra works £2,025-00.
- vii To receive an Invoice June 2012 from Essex Playing fields invoice Annual subscription £ 25-00.
- viii To receive an Invoice June 2012 from UK Powernetworks invoice 401126083 - Church Road connection. £ 656-60.
- ix To receive an Invoice June 2012 from Mrs J Hindley invoice Annual Internal Audit and Annual Return £ 220-00.
- x To receive an Invoice June 2012 from Mr T Golab reimburse Petrol for tools £ 28-07. WL
- xi To receive an Invoice June 2012 from Came & Co Insurance update for Container (£2,600 + contents at £10,000) and Village Sign (£3,500) £ 62-88.
- xii The payment May 2012 to Mr Pitts invoice 306945 - General Green Maintenance @ £187-00 was recorded.
- xiii The payment May 2012 to Mr Pitts invoice 306947 - Green bins (x 6.) @ £65-00. WL was recorded
- xiv The payment May 2012 to EALC/B Summerfield reimburse EALC day course on Planning/Localism @ £35-00
- xv The payment May 2012 to GWCA/B Summerfield reimburse Newsletter Summer 2012 @ £70-00 was recorded
- xvi The payment May 2012 to B Summerfield reimburse Clerk’s Office costs 2011-2012 pro rata @ £485-96 was recorded
- xvii The payment May 2012 to B Summerfield reimburse Clerk’s Fuel costs 2012-2012 @ £186-30 was recorded.
- xviii The payment May 2012 to A G Mitchell invoice 6110512 - Arboriculture WLR Survey/report @ £270-00. WL was recorded.
- xix The payment May 2012 to B Summerfield reimburse Clerk’s fuel for Container trip x 56.78 miles @ £25-55 was recorded.
- xx The payment May 2012 to Eurooffice/B Summerfield reimburse tea/coffee/milk/toilets rolls/hand towels @ £60-83. WL was recorded.
- xxi The payment May 2012 to CWT Partnership re: invoice Village Sign calculations @ £288-00 was recorded.
- xxii The payment May 2012 to Mr T Golab reimburse petrol for tools/bird feeder station @ £28-58 was recorded.
- xxiii The payment May 2012 to Trade UK two invoices Worktop, etc / Galvanised Hooks and Band, etc @ £91-03. WL was recorded.
- xxiv The payment May 2012 to Came & Co an invoice 3 year long term agreement @ £1,666-13 per annum was recorded.
- xxv The HSBC bank statements for April 2011 @ £30,000-00 was recorded.
- xxvi The D/D E-ON Invoice for Street Lighting @ £300-52 was recorded.
- xxvii The D/D BT Invoice Village Hall Telephone @ £ 59-65 was recorded.
- xxviii The Clerk is keeping a log of hours of 2012 due to the increasing work load, was recorded.
- xxix Resolved all of the above inc: payments, the monthly financial statements, transfers and countersigned cheques. Proposed by Councillors:..... seconded and agreed by all.

30. The NatWest Bank

Councillor reports:

31. Report from Members on Outside Bodies.

To receive verbal reports:

- i Monthly Crime report:
- ii Flood Watch report:

32. The Roach Group/RHALC/East Area Committee

Councillor reports:

33. Streetlights:

- i The Clerk's analysis of the streetlight modifications.
- ii The UK Powernetworks re: No 6 Church Road.

34. Highways/Transport/P3: (Individual and PC complaints to www.essex.gov.uk).

Councillor reports:

35. Items from Councillors. For exchange of information and placement on the next Agenda only.

Items:

36. Private and Confidential:

Pursuant to the provision of Section 1000(a) of the Local Government Act 1972, as amended by the Local Government (Access to Information) Act 1985, the press and public be excluded from the meeting for consideration of the following item of business on the grounds that it contains information defined as exempt in Part 1 of Schedule 12a of the Local Government Act 1972, as detailed.

- i Potential land acquisition.
- ii Village Hall:
- iii Citizen of the Year

37. Date and time of the next Parish Council Meeting.

To agree: **12th JULY 2012**

7.30pm at the Village Hall, Little Wakering Road, Barling Magna.

10th June 2012.

Mr B Summerfield
BMPC Clerk.

