

MINUTES OF THE BARLING MAGNA PARISH COUNCIL
HELD ON THURSDAY 12th JANUARY 2012
in THE VILLAGE HALL.

193 11/12 **To Record the Members Present:**

7.30pm.

Councillor Mr J Allen [Chairman]

Councillors: Mrs D Dobson, Mr J Edmunds, Mr R Gardiner, Mrs I Knight, Mr M Pearmain, Mr M Steptoe (Ward and District) and Mr S Sterry.

Also present:

Two members of the public Mr and Mrs T Perryman.

The Parish Clerk, Mr B Summerfield.

194 11/12 **Apologies and reasons for absence:**

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

Councillor: Mrs J Bulman (unwell).

195 11/12 **To Receive Declarations of Interests:**

i All Councillors (as the Parish Council) declare an interest in the item: Village Hall Committee (as Trustees).

ii All Councillors as the Parish Council declare an interest in the item: Playspace.

iii All Councillors as the Parish Council declare an interest in the item: Barling Wildlife Reserve.

iv Councillor Mr M Steptoe has declared an interest as a governor of the Barling Primary School.

v District and Barling Magna Parish Councillor Mr M Steptoe has declared a possible conflict of interests in planning applications when representing the Parish Council at District level and therefore would:

i judge each Planning application with that in mind

ii declare the personal interest conflict, when it arose

iii will not make up his mind (for or against) until the application comes before the District Council.

iv reserves the right to change his mind.

vi The Clerk advised all Councillors to update their 'Declaration of Interests' (lodged at the RDC).

196 11/12 **Guest Speaker:** None

197 11/12 **Public Forum: (5 min per person only)**

7.31pm.

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

i Mr and Mrs T Perryman expressed their objections to the planning application 11/00753/FUL Land Adjacent to 1, Kingsmead Cottages, Barling Road (Change of Use of Land to Use for the Keeping of Horses, New Stables and Tack Room Building and Retrospective Permission for Existing Paddock)

ii Ward /District Councillor Mr M Steptoe reported on: the Localism Act – Localism courses for Parish Councillors TBA - Church Road complaints – is attending the final RDC budget meeting next Saturday re: 2012-2013 - a complaint received re: the Parry.

198 11/12 **To Receive the Minutes of the Parish Council Meeting of 8th December 2011.**

7.47 pm.

The Council resolved to agree the Minutes of the Meeting of 8th December 2011 together with a correction by removing the word 'late' before 'District Business' of Minute 166 11-12.

The Chairman signed the Minutes as a true record.

199 11/12 **Matters Arising**

(not included on the Agenda)

i (Minute 171/i)

Security patrol on the haul road.

To report misuse of the haul road, The security Mobile Number 078256 80936 (24hrs/7days week).

ii (Minute 171/ii)

Website.

The Clerk reported the website up to date with the inclusion of: the proposed Wyvern bus route, the Parish Plan header and Public Meeting date of 22nd January 2012 at 11am in the Village Hall - awaiting the flyer for the RSPB visit to the WLR 24th March 2012 and Quiz Night and is currently constructing a 'Winter View' of the WLR.

iii (Minute 171/iv)

Local farmers/landowners re: permissive routes

i Councillor Mrs I Knight's reported struggling with further progress of permissive routes, but has not closed the item yet.

ii Horses beware signs: horse/pedestrian signs are reported erected on the Barling Road.

Agreed the Clerk to ask for horse/pedestrian signs at the beginning (Stonebridge) and end of Barrow Hall Road.

iv (Minute 171/vii/ii)

40 second hand chairs

Agreed the 40 second hand plastic chairs to be purchased.

200 11/12 **Parish Plan Steering Committee Meeting**

i Councillor Mr S Sterry reported running the P/P stall at the Frost Fair distributed leaflets and that the Public Meeting of the P/P of 22nd January 2012 will be advertised in bus shelters, churches, shops, doctors, pubs and the school.

ii **RCCE support:**

i Councillor Mr S Sterry reported a request from the Steering Committee for two types of support at £800 and £500 each.

ii After discussion it was Resolved: 'Start Up, in progress support service' by the RCCE to be taken up at the cost of £500-00.

Proposed by Councillor: Mr J Allen, seconded by Mr S Sterry and agreed by all.

Clerk to expedite

iii The new Electoral Role and the map of the Barling Magna Parish boundaries were handed to Councillor Mr S Sterry to be copied for the use in the Parish Plan process. To be returned to the Clerk.

iv The Clerk reported: that to obtain the map of the Parish boundaries, the BMPC has joined the Public Sector Mapping Agreement, in order to obtain a licence for printing from Ordinance Survey (at no cost).

v **Energy Saving:**

i The 'turning off' of streetlights, from 12 midnight to 5am consultation idea, to be put to the residents via the Parish Plan.

ii Discussed: junction lights to remain and the others to be decided based on a map showing the existing lights, *as a next*

Agenda item.

201 11/12 **Playspace.**

Mr Pitt's report: nothing untoward

202 11/12 **Planning.**

- i Application no 11/00753/FUL Land Adjacent to 1, Kingsmead Cottages, Barling Road.
(Change of Use of Land to Use for the Keeping of Horses, New Stables and Tack Room Building and Retrospective Permission for Existing Paddock)
The Parish Council have objections based on:
- Insufficient grazing area for two horses
 - No disclosed provision for waste or horsebox parking
 - The temporary entrance/exit at the lay-by on the Barling Road is not shown on the application
 - No provision is shown re: Footpath 33 crossing the application site
 - The existing paddock was allegedly started before 08/02/2010
 - The existing shipping container is not shown on the application
 - Numbers one and two Kingsmead Cottage (in blue) are incorrectly shown as part of the curtilage
 - The application will bring visual harm to the openness of the countryside.
- ii Application no 11/00768/FUL 493, LWR, SS3 0LR.
(Demolish Existing Detached Garage, Rebuild and Extend at Rear with Granny Annexe Over at First Floor and External Steps to First Floor) - The Parish Council make no comment.
- iii **Appeals:** None.
- iv **Delegated and Development Committee Planning decisions:** None.
- v **Alleged Planning Contraventions:** a LWR alleged contravention was forwarded to the RDC.
New Alleged infringements: The above container and access used on the Barling Road – A container on the Duck Corner, Barrow Hall Road – at Tall Trees, Barling Road a caravan used overnight and alleged commercial uses of the dog kennels – an Artic lorry parked on Baldwins Farm Little Waking Road, used as a container – Two concreted parking spaces on Church Road.

203 11/12 **Interim report of Village Hall Committee**

Reports: None.

204 11/12 **H&S Advisory Committee** reports

(Councillors: Mr Gardiner, Mrs I Knight, Mr M Pearmain, Mr S Sterry and Mr C Wood).
A meeting is scheduled for 28th January 2012.

205 11/12 **Interim report of Wildlife Committee**

- i Councillors reported that two dead elms have fallen in recent storms.
- ii Clerk's report:
- i An estimate from Tree Fellas for the WLR has been received by the Clerk from Councillor Mr S Sterry.
Another estimate is being arranged by the Clerk.
RDC has a new arboriculturist.
 - ii i The Clerk reported his visit to Katie Rogers, Planning RDC re: the proposed additional Container.
ii Resolved the Clerk to write to RDC re: information and measurements of the positions of the containers and to order the new container for delivery in April.
Proposed by Councillor: Mr S Sterry, seconded by Mr R Gardiner and agreed by all.
 - iii Footpath Maps were received.
 - iv The Clerk advised that potential Woodlands Trust trees were to cover 1 acre (420 trees) as a Jubilee Copse.
The Wildlife Committee to discuss and agree recommended positioning if the trees are granted.

206 11/12 **Allotments**

The Clerk reported 5 letters sent to landowners and an enquiry to Great Waking for allotment availability.

207 11/12 **Village Sign Committee.**

- i Councillors reported their recommendations from the meeting of the 10th January 2012:
- i The new sign to be erected in place/position of the old sign.
 - ii The brickwork to be demolished and possibly used as footings for the new concrete cast base and steel sleeve as recommended by Stebbings.
 - iii i Councillor Mr R Gardiner to raise a quotation from Stebbings for the base work.
ii Councillor Mr S Sterry to raise a quotation from another source.
 - iv The suggested brick plinth replacement or seating and a flower basket are to be discussed again on further progress.

208 11/12 **Christmas Parcels**

- i Councillor Mrs D Dobson reported delivery of 38 parcels and thanked Mrs L Pearmain for her kind assistance.
- ii The Chairman proposed a vote of thanks to Councillor Mrs D Dobson for her efforts in making up and delivering the 38 Xmas parcels to the elderly residents of Barling Magna.
All councillors warmly agreed.

209 11/12 **Christmas Lights competition**

- i Councillor Mrs D Dobson reported Xmas Lights competition Winner was 1, Mucking Hall Road, Second was 13, Kimberley Road, Third was The Poplars, Barling Road.
- ii Thanks were recorded for Mr and Mrs Dobson's hospitality afterwards.

210 11/12 **GWCA Newsletter:**

- i Items for discussion in the next publication: March/April/May.
- i Precept publicity letter was agreed to be sent to the press: Essex Life, BBC Essex, Echo, Essex Radio, Southend Radio, etc.
 - ii Xmas Parcels and Xmas Lights winners to be entered in the editorial.
 - iii The proposed 'turning off' of streetlights to be discussed at a Public Meeting provisionally arranged for Sunday the 11th March 2012 in the Village Hall at 12 pm. The date/time/format TBA.
 - iv Councillor Mrs I Knight's proposed draft flyer of information and guidance to all horse and car owners to be updated for PC approval.

211 11/12 **Diamond Jubilee celebrations:** (Cllrs: Mrs J Bulman, Mrs D Dobson, Mr R Gardiner and Mrs I Knight).

- i The Chairman suggested that the 'Grand Opening of the new Parish Sign', be timed for the Jubilee celebration holiday.
- ii The Committee to bring their recommendations report to the next PC meeting.

212 11/12 **Correspondence.**

- i A e/letter December 2011 from Laurence Street re: FP 19 complaint and Roach Group Meeting was forwarded by the Clerk.
- ii E/letters and phone calls of thanks (Dec 11 and Jan 2012) from members of the public re: Xmas Parcels were recorded.
- iii A Full Register 2011-2012 for Polling district RCF Barling Magna was recorded.
- iv Thank you letter from Essex Air Ambulance re: BMPC donation was recorded.
- v A letter December 2011 to EALC re: Clerk's Planning Training Day was recorded
- vi A letter December 2011 to RDC re: PRECEPT demand for Barling Magna Parish Council 2012-2013 was recorded.
- vii A request from Councillor Mrs I Knight for a ream of A4 and a box of punched pockets was agreed by the Council.
Councillor Mr M Steptoe declared an interest in the following email request as a school governor and took no part.
Councillor Mr J Edmunds declared an interest as the husband of Mrs L Edmunds, the writer of the email and took no part.
- viii An email of January 2012 from Barling Magna Primary School for funding for a chick hatching device was agreed.
- ix **Publications and General Information** inc: EALC County Update and Bundles, Making the Links, Fieldwork, Bus timetables, Bus Maps, Meetings open to the Public, etc were recorded.

213 11/12 **Finance.**

- i A Financial Statement for the period ending 3rd January 2012 was recorded.
- ii Correspondence re: FSA cover for Parish Councils was recorded.
- iii The Clerk's payment to HMRC of £268-60 tax for the 3rd quarter of 2011-2012 PAYE.
- iv An Invoice December 2011 from Mr Pitts re: invoice 306935 - bins (x 6) per week £ 75-00 WL was recorded.
- v An Invoice December 2011 from Mr Pitts re: invoice 306936- General Green Maintenance £ 137-00 was recorded.
- vi An Invoice December 2011 from EALC re: Delegates Course (SS) £ 40-00 was recorded.
- vii An Invoice December 2011 from Mrs I Knight re: reimburse various listed items £ 34-43. WL was recorded.
- viii An Invoice December 2011 from Mrs I Knight re: Mileage Claim (October-December) £ 59-40. WL was recorded.
- ix An Invoice December 2011 from Aon Ltd re: 4 x Salt bins insurance at £130 each £ 7-49 was recorded.
- x an Invoice December 2011 from Trade UK re: Account invoice 0437247767£ 20-56. WL was recorded.
- xi Resolved 40 s/h chairs at £5 each at £200-00 from Rettendon Village Hall Management Committee.
Proposed by Councillor: Mr J Allen, seconded by Mr M Pearmain and agreed by all.
- xii Resolved the Fee for the Parish Plan support of £ 500-00 to the RCCE.
Proposed by Councillor: Mr J Allen, seconded by Mr S Sterry and agreed by all.
- xiii Resolved a Donation of £ 100-00 to Barling Magna Community Primary School.
Proposed by Councillor: Mr J Allen, seconded by Mrs D Dobson and agreed by all.
- xiv The payment December 2011 to Mr Pitts invoice 306931- Green Maintenance and bin (x 6) emptying @ £ 60-00 WL was recorded.
- xv The payment December 2011 to Mr Pitts invoice 306932- General Green Maintenance @ £192-00 was recorded.
- xvi The payment December 2011 to A&J Lighting 17/12/2010 invoice 23148 @ £137-53 was recorded.
- xvii The payment December 2011 to Mrs I Knight reimburse fuels supplied for brush cutter etc @ £31-32 WL was recorded.
- xviii The payment December 2011 to B Summerfield/McAfee) annual 'on line' backup 2011-2012 @ £ 39-99 was recorded.
- xix The payment December 2011 to B Summerfield/Eurooffice) copy paper/barn catering/inkjet cartridges/lamination/pockets @ £119-86 was recorded.
- xx The payment December 2011 to (Trade UK) Sticks Like Buff/Ulimate Rigger Beige/-Red/Padlock 57mm Shackle @ £28-55 WL was recorded.
- xxi The payment December 2011 to Mrs D Dobson reimburse - Xmas OAP parcels/torches/lights prizes/tree decorations @ £384-42 was recorded.
- xxii The payment December 2011 to Barling Village Hall Management @ £2,000-00 was recorded.
- xxiii The payment December 2011 to B Summerfield re: Factory shop A4 Diaries @ £ 5-98 was recorded.
- xxiv The HSBC bank statements for December 2011 @ £30,000-00 was recorded.
- xxv A Parish Council Risk Assessment Meeting was arranged for Thursday 2nd February 2012 in the Village Hall at 8 pm.
- xxvi The Clerk is keeping a log of hours due to the increasing work load was recorded.
- xxvii Resolved all of the above inc: payments, the monthly financial statements, transfers and countersigned cheques.
Proposed by Councillors: Mr J Allen seconded Mrs D Dobson and agreed by all.

214 11/12 **The Westminster Bank**

- i A new Westminster Bank Mandate was presented to the Council.
- ii Resolved a Westminster Bank Account (Mandate) for the Barling Magna Parish Council.
Proposed by Councillor: Mr J Allen, seconded by Mr J Edmunds and agreed by all.
- iii Five Councillors appended their details and signature to the Mandate.

215 11/12 **Report from Members on Outside Bodies.***To receive verbal reports:*

- i **Monthly Crime report:** Fly tipping was reported.
- ii **Flood Watch report:** Correspondence re: Shoreline Draft Strategy consultation was noted.

216 11/12 **The Roach Group/RHALC/East Area Committee**

- i The Roach Group meeting was cancelled.
- ii The RHALC meeting is on 19th January 2012. Councillors Mr M Pearmain and Mr S Sterry volunteered.
- iii The East Area Committee TBA.

217 11/12 **Streetlights:**

- i Councillors reports: None
- ii The Clerk's report: Streetlight Survey of 11th January 2012 and faults with a column in Church Road - 32, BHR - 121, LWR - 343
LWR shroud to be fitted.

218 11/12 **Highways/Transport/P3:** (Individual and PC complaints to www.essex.gov.uk).**i** **Winter Salt delivery and distribution**

The Clerk's report:

- i Correspondence of 13th December 2011 to Highways re: the placement of bins.
- ii The Clerk has placed the salt bins at the designated sites together with 5 bags of salt in each bin.
- iii **The insurances company have responded to the Clerk's enquiries** with the following quote:
I have had a look at the attachments regarding the clearing of snow and it seems that all aspects regarding safety, manual training for volunteers etc have been covered. I have noted below our standard response regarding clearing of snow but once again this all seems to be in hand by the council.

We would advise that the Parish Council must take all reasonable steps to observe and comply with all statutory or Local Authority Laws, obligations and requirements. We would request that the Parish Council obtain a copy of the current guidelines for salting and gritting from the District Council. These guidelines must be complied with.

We must stress to the council that if they introduce this salting that they must maintain this and have a system of check in place to ensure that it is done so that we minimise the risk of being negligent for omitting to salt.

These checks must be logged and recorded.

We do not have any issues with Councils / Halls providing grit bins for public use other than it is kept filled with grit/salt provided by the District Council.

Cover is provided subject to Policy terms, conditions, exclusions and the Limit of Indemnity of £5,000,000.

unquote

iv **The Clerk responded:**

Thank you for your email below.

Your reference to: We would request that the Parish Council obtain a copy of the current guidelines for salting and gritting from the District Council. These guidelines must be complied with:

Is covered in the attachments from Essex County Council who we are in partnership with and who are responsible for all roads in the Rochford and Chelmsford area, as sent to your goodselves.

Kind regards

v **Aon insurance responded:**

That's fine.

We are satisfied that you have followed the guideline and are prepared for providing the salting/gritting service if needed.

Melanie Bottrell | Client Technician

Enterprise I Charity Assured I Village Hall & Local Council

Insurance House | 125/129 Vaughan Way | Leicester | LE1 4SB

Charity Assured Team I 0845 740 2003

Village Hall Team I 0845 600 1682

Local Council Team I 0845 753 7070

ii **BHR and Barling Road, Stonebridge alleged speeding:**

The Clerk reported he has sent the speed measurement map to the Mrs T Tomlin and received a letter back to be forwarded to the Highways/Police/District.

iii **Church Road**

Councillor Mr M Steptoe reported: two allegedly dumped vans in Church Road and LWR and concreted (possible highways) land.

iv **Public Notice:** ECC (Various Roads) (District of Rochford) (Prohibition of Waiting) (Amendment No 22) Order 2011 was noted.

v **P/3 Works Proposals 2012-2013.**

Councillor Mrs I Knight reported nothing untoward.

219 11/12 **Items from Councillors.** For exchange of information and placement on the next Agenda only.

Items: Green Pennant Award needs to be renewed each year and has been applied for by Councillor Mrs I Knight.

220 11/12 **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.

Proposed part Time WL manager:

221 11/12 **Date and time of the next Parish Council Meeting.**

Agreed: **9th FEBRUARY 2012.** 7.30pm at the Village Hall, Little Wakering Road, Barling Magna.

There being no further business the Chairman closed the meeting at 10.08 PM.

5th February 2012.

Mr B Summerfield BMPC Clerk.