

**MINUTES OF THE BARLING MAGNA PARISH COUNCIL**  
**HELD ON THURSDAY 9<sup>th</sup> FEBRUARY 2012**  
**in THE VILLAGE HALL.**

**222** 11/12 **To Record the Members Present:**

7.36pm.

Councillor Mr J Allen [Chairman]

Councillors: Mrs J Bulman, Mrs D Dobson, Mr J Edmunds, Mr M Steptoe (Ward and District) and Mr S Sterry.

**Also present:**

No members of the public.

The Parish Clerk, Mr B Summerfield.

**223** 11/12 **Apologies and reasons for absence:**

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

Councillor: Mr R Gardiner (previous engagement), Mrs I Knight (away), Mr M Pearmain, (away).

**224** 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).

**225** 11/12 **Guest Speaker:** None

**226** 11/12 **Public Forum: (5 min per person only)**

7.37 pm.

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

Ward /District Councillor Mr M Steptoe reported: snow disruption – 'Fountains' have folded – Sita has taken over some items from Fountains – H&S play equipment – Kingsmead approved with further conditions – buildings to the east of FP6 being investigated - Dog walkers using the Church area fields – overgrowth in the burrow-dike to the east of FP6.

**227** 11/12 **To Receive the Minutes of the Parish Council Meeting of 12<sup>th</sup> January 2011.**

7.52 pm.

The Council resolved to agree the Minutes above.

Proposed by Councillors: Mr M Steptoe, seconded by Mr J Edmunds and agreed by all.

The Chairman signed the Minutes as a true record.

**228** 11/12 **Matters Arising**

(not included on the Agenda)

i (Minute 199/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 199/ii)

**Website.**

The Clerk's report: Website up to date with additional winter development of the Wildlife pages.

Information for History and advertisements for future events still required.

iii (Minute 199/iii)

**Draft flyer of information and guidance to all horse and car owners.**

Councillor Mrs J Bulman presented the modified draft and will further update.

iv (Minute 199/iv)

**40 + second hand chairs**

The Clerk reported he has collected 50 chairs from Rettendon.

v (Minute 200/ii/ii)

**The 'Start up' information re: administration by RCCE**

Councillor Mr S Sterry reported no news from the RCCE as yet.

**229** 11/12 **Councillors Action List updates**

The action list was brought up to date.

**230** 11/12 **Parish Plan Steering Committee Meeting**

(Public members: Chairman Mrs Barbara White, Mr John White, Mrs Katie Ball, Mrs Carol Steptoe and Cllrs: Mr S Sterry, Mrs I Knight and Mr B Summerfield as Sutton representative).

i Councillor Mr S Sterry reported the disappointing public attendance at the Public Meeting on 22<sup>nd</sup> January 2012.

ii A further look at publicity was agreed.

iii A Risk Assessment carried out for the above meeting was recorded.

**231** 11/12 **Risk Assessment Advisory Committee** of 2<sup>nd</sup> February 2012 (Cllrs: Mr J Allen, Mr M Pearmain and Mr R Gardiner).

i The Clerk gave copies of the rewritten Risk Assessment to Councillors. It is based on the Advisory Committee's recommendations.

ii The Advisory Committee's Insurance document recommendations will need to be updated with the inclusion of the Village Hall inventory and the Wildlife Park inventory.

*Clerk to forward Wildlife insurance list to Cllr Mr S Sterry for WL inventory.*

**232** 11/12 **Proposed Streetlight Energy Saving** (by selected individual 'timed off's' of 12 Midnight to 5 am)

i The Clerk produced an A0 size map showing the positioning of all of the Barling Magna owned streetlights.

ii Streetlights that may be available for timed control were identified for public discussion.

iii Agreed the next Public Meeting will be held provisionally at the Castle Pub on Monday 12<sup>th</sup> March 2012 7.30 for 8 pm for consultation on the proposed Streetlight Energy Saving process and the Parish Plan.

**233** 11/12 **Playspace.** Mr Pitt's report: nothing untoward.

**234** 11/12 **Planning.**

i Applications

None

ii **Appeals:** New Buildings was noted

- iii Delegated and Development Committee Planning decisions: were noted.  
 iv Alleged Planning Contraventions: Councillor Mr M Steptoe declared an interest in reporting the stables behind Run Corner, LWR.

**235** 11/12 Village Hall Committee of 31<sup>st</sup> January 2012.

To receive the Minutes of the Meeting and reports: The Village Hall report is moved to P&C - The new cooker details were discussed and the wiring (as it is over 5 KW), will need a three phase supply run from the meter box. The V/H has a three phase supply.

The costs of the wiring installation to be obtained.

**236** 11/12 H&S Advisory Committee (Councillors: Mr Gardiner, Mrs I Knight, Mr M Pearmain, Mr S Sterry and Mr C Wood).  
 Councillor Mr S Sterry advised that the H&S document will be ready for the AGM in May 2012.

**237** 11/12 Wildlife Committee of 31<sup>st</sup> January 2012.

The Minutes of the Meeting, recommendations and updated reports were recorded.

Recommendations agreed:

i Container

- i purchase of a steel Container to replace the old aluminium one, in the same site position.
- ii Sell the old container for scrap.
- iii Ask for delivery on 26<sup>th</sup> March 2012.
- iv Remove one post of the field gate to allow the delivery lorry access.
- v Current container costs quoted (9313) at £1,850 + vat delivered with a lockbox and painted in the required colour, as agreed 6026 green.

ii The Borrowdike boundary under P&C

iii Grant Funding: The Clerk's report

- i Big Society (bridge) funding meeting is on 21<sup>st</sup> February 2012.
- ii Cory Trust in Rochford (Iseki) funding meeting is on the 5<sup>th</sup> March 2012.
- iii Fountains second hand machinery to be looked at by Cllr: Mr M Steptoe.

iv Potential tree hazards

- i Estimates from Tree Fellas (received) and A. Mitchell Arboriculturist meeting on 13<sup>th</sup> February 2012.
- ii The RDC Arboriculturist is employed as a consultant by RDC and inspection is not within his brief.

v Map of the Site

Councillor Mr S Sterry requested all new ideas/names from Councillors/volunteers.

vi Charity Status for the WLR was agreed.

*Clerk to report on the way forward.*

vii Jubilee Wood

- i The Woodland Trust donation of 240 trees for a Jubilee Wood has been granted.
- ii Planting to be in the area of the 'club meadow'.
- iii Delivery to the Clerk after 5<sup>th</sup> March 2012.
- iv Planting programme to be assessed on receipt of the 'whips'.

**238** 11/12 Allotments

The Clerk reported no responses to his previous letters of enquiry.

**239** 11/12 Village Sign Advisory Committee

(Cllrs: Mr R Gardiner, Mrs I Knight and Mr M Steptoe).

i Councillor Mr R Gardiner's emailed report was noted.

ii Agreed Councillor Mr S Sterry to a raise a design for the sign base, allowing for windage and weight.

*The Clerk to ask Highways for guidance.*

iii The Clerk to raise two builders quotes for installation of the base, on receipt of the above.

iv Agreed: the 'Grand Opening of the new Parish Sign', on the Jubilee Sunday 3<sup>rd</sup> June, provisionally at 1pm .

**240** 11/12 Diamond Jubilee Advisory Committee: (Cllrs: Mrs J Bulman, Mrs D Dobson, Mr R Gardiner and Mrs I Knight).

i The Committee report: Sunday 3<sup>rd</sup> June 2012 - 1pm Sign opening (Mike S to seek an RDC or other dignitary for the opening) – hog roast – all sorts of entertainments/ gifts for kids – 2 bars one run hopefully by Councillors? – Licenses? - 2 bands (one in the afternoon) and the one in the evening starting at 6pm, playing an hour on and an hour off, finishing at 'Event' end at 10pm.

ii A helpers meeting in the V/H on Monday 13<sup>th</sup> February at 7.30 pm.

**241** 11/12 Correspondence.

i An e/letter February 2012 from RDC re: attendance of Chairman and Clerk at a meeting for Parish Councils on 1<sup>st</sup> March 2012 at 7.30pm at the Council Chamber Civic Suite, 2, Hockley Road, Rayleigh. SS6 8EB was recorded.

*Clerk and Chairman to attend.*

i A letter January 2012 to the Community Primary School re: Donation towards an 'Eglu' was recorded.

iii A further e/letter of February 2012 to five local news sources re: the BMPC Precept was recorded.

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 were recorded.

**242** 11/12 Finance.

i A Financial Statement for the period ending 3<sup>rd</sup> February 2012 was recorded.

ii A request from the Clerk for his enrolment into the Society of Local Council Clerks @ £169-00.

To be shared with the two other Councils, pro rata Barling Magna PC (1,357) @ £88-75, Rettendon PC (1,122) @ £73-38, and Sutton PC (105) @ £6-87 was resolved.

iii An Invoice February 2012 from Mr Pitts re: invoice 306939 - bins (x 6) weekly @ £ 60-00. WL was recorded.

iv An Invoice February 2012 from Mr Pitts re: invoice 306938- General Green Maintenance @ £ 45-00 was recorded.

v An Invoice February 2012 from GWCA/B Summerfield) re: issue 63 Newsletter @ £70-00 was recorded.

vi The payment of February 2012 to Rettendon PC re: Clerk's SLCC membership @ £88-75 was recorded.

vii An Invoice February 2012 from Circle Services/B Summerfield Copy printing for streetlight positions @ £ 18-00 was recorded.

viii An Invoice February 2012 from Containers Direct Steel container, lockbox, painted, Ins padlock @ £2,220-00. WL was recorded.

ix An Invoice February 2012 from Mr T Golab re: Petrol for tools/generator @ £13-38. WL was recorded.

x An Invoice February 2012 from Trade UK re: Chainsaw oil @ £11-98. WL was recorded.

xi An Invoice February 2012 from Ernest Doe and Sons re: Stihl blade and new 24" Ergostart Hedge Cutter @ £437-71 was recorded.

xii An Invoice February 2012 from Mr S Sterry re: reimburse Coffee/Tea/milk/biscuits, Parish Plan Meeting @ £13-74 was recorded.

xiii An Invoice February 2012 from CPRE re: Annual subscription @ £ 29-00 was recorded.

- xiv Resolved that an Honorarium @ £2,500 be awarded to Mr T Golab in recognition of his outstanding personal contribution and dedication to the B M. Wildlife Reserve over the last calendar year of 2011-2012.  
Proposed by Councillors: Mr S Sterry, seconded by Mr J Allen and agreed by all.
- xv The payment February 2012 to Mr T Golab re: Honorarium for 2011-2012 @ £2,500-00 was recorded.
- xvi The payment January 2012 to Mr Pitts re: invoice 306936- General Green Maintenance @ £ 137-00 was recorded.
- xvii The payment January 2012 to EALC re: Delegates Course (SS) @ £ 40-00 was recorded.
- xviii The payment January 2012 to Mrs I Knight re: reimburse various listed items @ £ 34-43. WL
- xix The payment January 2012 to Mrs I Knight re: Mileage Claim (October-December) @ £ 59-40. WL was recorded.
- xx The payment January 2012 to Aon Ltd re: 4 x Salt bins insurance at £130 each @ £ 7-49 was recorded.
- xxi The payment January 2012 to Trade UK re: Account invoice 0437247767 @ £ 20-56. WL was recorded.
- xxii The payment January 2012 to Rettendon Village Hall Management Committee re: £5 each x 40 s/h chairs @ £200-00 was recorded.
- xxiii The payment January 2012 to RCCE re: Start up support @ £500-00 was recorded.
- xxiv The payment January 2012 to Barling Magna Community Primary School donation @ £100-00 was recorded.
- xxv To receive the HSBC bank statements for January 2011 @ £30,000-00
- xxvi i The Clerk is keeping a log of hours due to the increasing work load.  
ii After discussion it was agreed to form a Review Committee (initially Cllrs: Mr J Allen, Mr R Gardiner, Mr M Pearmain and Mr S Sterry) to look at the future changes in the administration of the BMPC ie: the proposal that the WL Committee becomes a Charity, the potential future Village Hall changes and the work load of the Clerk.
- Clerk to research and advise on the Charity setup process*
- xxvii The Clerk received £10 for the sale of two mugs, from Councillor Mr M Steptoe.
- xxviii Resolved all of the above inc: payments, the monthly financial statements, transfers and countersigned cheques.  
Proposed by Councillors: Mr M Steptoe seconded Mrs D Dobson and agreed by all.

### 243 11/12 The NatWest Bank

The Clerk reported that the five co-signatories will have to take their details and completed forms to their local NatWest Bank.  
*Clerk to supply forms*

### 244 11/12 Report from Members on Outside Bodies.

*To receive verbal reports:*

- i Monthly Crime report: Kimberley Road 'break ins' – Councillors requested a visit from PC Steve Thomas for the next meeting.
- ii Flood Watch report: None

### 245 11/12 The Roach Group/RHALC/East Area Committee

- i i The Minutes of the RHALC meeting of 19<sup>th</sup> January 2012.  
ii Councillor Mr S Sterry reported: investigation of patrols to control dog fouling – lists of parish /district contractors for coordinating or sharing, to get prices down.
- ii Roach Group Agenda for 28<sup>th</sup> February 2012 at BMPC Village Hall at 7.30pm was recorded.

### 246 11/12 Streetlights:

The Clerk reported: Survey of local lights 32BHR – 121LWR – New column CR – Magna View BR – BR/SR junction reported.

### 247 11/12 Highways/Transport/P3: ( Individual and PC complaints to [www.essex.gov.uk](http://www.essex.gov.uk) ).

- i The Clerk reported: Stonebridge entry Gates request - noted
- ii Highways issued Prohibition of Waiting for Church Road/LWR Junction (Councillors reported that the school parking problems will allegedly, be moved up Church Road)
- iii Salt donation from Wakering was agreed. Councillor Mr S Sterry to organise with Cllr Laurie Street and deliver to Cllrs: JA/SS/MS/JB, 5 bags each –
- iv Salt bin compliance with the insurance requirements was discussed - Clerk's further salt distribution and log was discussed.
- v i Agreed the Clerk will place notices in each bin: 'NOTICE Before you use the last bag of salt, please telephone for a bin refill at 01702 549308'. Barling Magna Parish Council Clerk.  
ii When notified by the public the Clerk will let Cllrs: JA/SS/MS/JB know which bin/s need topping up –  
iii Councillors were reminded to read the Essex Highways H&S information, as previously circulated to all, on the safe handling of salt and bags.

### 248 11/12 Items from Councillors.

*For exchange of information and placement on the next Agenda only.*

Items: Citizen of the Year – Funding for Hall – Seasonal care of old folk.

### 249 11/12 Proposed Part Time Wild Life Reserve Manager:

Agreed: that after in-depth research the proposed employment of a Part Time Wildlife Reserve Manager was not taken up.

### 250 11/12 The Committee for Parish Council Publicity

- i After discussion it was agreed that a committee be formed to promote PC Publicity formed by Councillors: Mrs J Bulman, Mr S Sterry, Mr M Steptoe and Mr J Edmunds.
- ii Three large 'stand alone' Notice Boards were discussed, to be located at the Shops, the School and the Castle Carpark.  
*The Clerk to research Planning permissions and costs.*

### 251 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.

- i Village Hall:
- ii Wildlife Park parcels of land.
- iii Volunteer Ranger.

### 252 11/12 Date and time of the next Parish Council Meeting.

Agreed: **8<sup>th</sup> MARCH 2012.** 7.30pm at the Village Hall, Little Wakering Road, Barling Magna.  
There being no further business the Chairman closed the meeting at 10.26 pm.