

1

**MINUTES OF THE BARLING MAGNA PARISH COUNCIL**  
**HELD ON THURSDAY 12<sup>th</sup> APRIL 2012.**  
**in THE VILLAGE HALL.**

**291** 11/12 **To Record the Members Present:**

7.30pm.

Councillor Mr M Pearmain [Chairman]

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

**Also present:**

No members of the public.

The Parish Clerk, Mr B Summerfield.

**292** 11/12 **Apologies and reasons for absence:**

Received by the Clerk in person via: email, letter and telephone.

Councillors: Mr J Allen will be late (returning from a business trip abroad).

**293** 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).

**294** 11/12 **Guest Speaker:** None

**295** 11/12 **Public Forum: (5 min per person only)**

7.32 p.m.

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

i Ward /District Councillor Mr M Steptoe reported: Standards Committee changes due to Localism are being debated tonight – RHALC meeting on 19<sup>th</sup> April has a talk by Albert Bugeja, RDC legal dept. – Enforcement are advising on: Mucking Hall Road - Baldwins Farm - Barling Hall Farm - Fence outside Kingsmead Cottages. Caravans appearing in the District to be reported to RDC at 01702 546366 or weekends 01268 527317. The Broomway to Foulness is proposed to be diverted.

ii Councillor Mrs S Sterry reported on the condition of the collapsing ditch between Kimberly and LWR.

7.48 p.m.

**296** 11/12 **Resignation of a Councillor, Casual Vacancy and Co-option by the Parish Council.**

i The Clerk read the resignation email of 20<sup>th</sup> April 2012 of Councillor Mrs D Dobson.

ii The Clerk reported that he had posted up the Notices of a Casual Vacancy which run out of time on 14<sup>th</sup> April 2012.

The PC co-option Notices will go up on 16<sup>th</sup> April 2012 after consultation with the Elections Office, RDC.

iii The Chairman recommended thanks to Mr D Dobson for her contributions to the Community over the years.

**297** 11/12 **To Receive the Minutes of the Parish Council Meeting of 8<sup>th</sup> March 2012.**

The Council resolved to agree the Minutes above.

Proposed by Councillors: Mr M Steptoe, seconded by Mr R Gardiner and agreed by all.

The Chairman signed the Minutes as a true record.

**298** 11/12 **Matters Arising**

(not included on the Agenda)

i (Minute 265/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 265/ii)

Website.

i The Clerk requested: advertisement flyers for future events, etc.

ii The website was discussed.

The Clerk to contact Richard Kirton who runs the Waking website.

iii (Minute 265/iii)

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

Draft flyer to be approved by both JB and IK.

iv (Minute 282/viii)

EALC Raising the Profile training

Councillor Mr S Sterry reported on his visit for training at the EALC and requested the Raising the Profile slides and a Quality Council brochure. *Clerk to forward.*

v (Minute 282/ix)

EALC Localism and Community Planning training

The Clerk reported: on training visits re the above.

i Localism containing new rulings from the government but nothing at present to report on that has been actually tested.

ii Community Planning is specifically for large new builds but nothing at present to report on that has been actually tested.

iii The Clerk's CiLCA portfolio will be added to from a new training session on the Power of Competence.

iv A Quality Council qualifications to be discussed at the next meeting.

Councillor Mr J Allen joined the meeting and assumed the role of Chairman from Councillor Mr M Pearmain.

vi (Minute 288)

Five Folding Tables

Councillor Mrs J Bulman reported the tables are in the Village Hall.

vii (Minute 288)

Requested Potential visit to Southend Airport

The Clerk reported: that the Airport had responded but the visits were to be taken on after the Olympics in the Autumn.

**299** 11/12 **Councillors Action List**

The councillors actions were discussed and updated.

**300** 11/12 **Administration Review Advisory Committee** (Cllrs: Mr J Allen, Mr R Gardiner, Mr M Steptoe and Mr S Sterry)

i Councillors reported that a provisional meeting had taken place.

ii i The Clerk reported that his average log of hours that would be ready to be presented around about October/December 2012.

- ii At different times of the year his work load ie: Audit, book preparation, Vat, end of financial year, PAYE, on top of normal running would effect a read out and presently would not give a clear average picture.
- iii Charity Information Meeting: The Clerk to arrange a visit from Sue Sheppard on the 29<sup>th</sup> May to fit in between the VH meeting and the WL meeting.
- 301** 11/12 **Diamond Jubilee Advisory Committee:** (Cllrs: Mrs J Bulman, Mr R Gardiner and Mrs I Knight).  
Councillor Mrs J Bulman reported that all was in hand with the banner going up on the Church Road/Barling Road hedge and 12.30 midday was booked for the Village Sign opening.
- 302** 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 requested the Mr C Woods be invited to the AGM for the signing off of the H&S Document for the Barling Magna Wildlife Reserve.
- 303** 11/12 **Parish Council Advisory Publicity Committee**  
(Cllrs: Mrs J Bulman, Mr S Sterry, Mr M Steptoe and Mr J Edmunds).  
The Minutes of 14<sup>th</sup> February 2012 were received.  
Councillor Mrs J Bulman and committee reported the actions to be followed up.
- 304** 11/12 **Public Meeting at the Castle Pub on Monday 12<sup>th</sup> March 2012 7.30 at 8 pm.**  
i The notes of the Meeting were circulated to all.  
ii After discussion it was resolved that the Clerk forward to the A&J Streetlighting contractors the request:  
i an estimate of the costs of modifications based on the Clerk's transcribed streetlight positions  
ii to go ahead with the installation of the modification to the agreed selected lights once further resolved by the PC.  
Proposed by Councillors: Mr R Gardiner, seconded by Mrs I Knight and agreed by all.
- 305** 11/12 **To Receive the Minutes of Parish Plan Steering Committee Meeting of 27<sup>th</sup> March 2012**  
(Original Members: Mrs Barbara White, Mr John White, Mrs Katie Ball, Mrs Carol Steptoe and Cllrs: Mr S Sterry, Mrs I Knight and Mr B Summerfield). + 10 new public members.  
The Minutes were received and a meeting has been called for the 16<sup>th</sup> April to meet Sarah Sapsford of the RCCE to forward the next stage of the PP.
- 306** 11/12 **To Receive the Minutes of the Village Hall Committee :**  
i Councillor reports of 26<sup>th</sup> March 2012 and of the visit of Sue Sheppard from the RCCE.  
ii The Minutes were received.  
iii A questionnaire will need to be carried out and a business plan adopted for progress to take place.  
iv The Chairman's notes of the meeting were requested by the Clerk.  
v The V/H footings report, to be supplied by the Clerk.  
vi Councillor Mrs J Bulman reported that a gas supply was being presently investigated.
- 307** 11/12 **Village Sign Advisory Committee** (Cllrs: Mr R Gardiner, Mrs I Knight and Mr M Steptoe).  
i The Clerk presented one builders estimate for the base of the Village Sign which was rejected by the Council.  
ii It was agreed that a Civil Engineer is contacted to design and build the base for the Parish Sign because of concerns over the strength of the base supporting the weight and windage loading of the new sign.  
iii The Clerk reported the receipt of the Base sleeve from Harry Stebbings Workshop.  
As the Base sleeve is handed it was agreed:  
i the orientation of the sleeve to remain the same as the original post.  
ii The sign legend design (B1) as selected by all, to face up LWR  
iii The sign legend design (B2) as selected by all, to face Church Road.  
iv i Railings round the base were not accepted and to be discussed post installation.  
ii A Jubilee plaque recessed into the Sign post at £90 + vat was discussed.  
Further information required.  
iii A brick edged and cobbled surface surround was discussed.
- 308** 11/12 **To Receive the Minutes of the Wildlife Reserve Committee** of Tuesday 27<sup>th</sup> March 2012.  
The Council resolved to agree the Minutes above.  
Proposed by Councillors: Mr R Gardiner, seconded by Mr M Pearmain and agreed by all.
- 309** 11/12 **Matters arising:**  
i **Chairman's bimonthly report:** was not available.  
ii **The old Container:** was eventually collected.  
i The reported £200 deficit to the Parish Council was discussed and it was suggested that the loss was due to a breakdown in communications and/or two or more trips by the collectors lorries.  
ii It was agreed that in future only councillors should deal with any WLR actions.  
iii **The replacement and returned Container:**  
i The Clerk reported that he has sent to all Councillors the Containers Direct email apology for the unacceptable container, that had to be returned.  
ii After discussion it was agreed that the Clerk will telephone Containers Direct next Tuesday 17<sup>th</sup> April to chase progress on the replacement container and achieve a delivery date.  
iii The Council thanked Councillor Mr M Pearmain for this professional work in fitting the replacement field gate/s.  
iv **Grant Funding:**  
i (Iseki) The Cory percentage has been indicated at 50%.  
*The Clerk will further progress.*  
ii Councillors Mrs I Knight and Mr S Sterry proposed that a smaller machine ( a pedestrian Scythe) be possibly purchased from WL funds.  
No support information/paperwork was presented to the Council.  
iii It was agreed that an up to date quotation from 'Does' was required, to be reviewed at the next meeting.  
v **Essex Wildlife Trust.**  
i On Good Friday 6<sup>th</sup> April 2012 the Clerk met the WLR committee at the site of the proposed bridge in the WLR and further discussed the progress to date and the reasons behind each stage of the project.  
ii A follow up email from Darren Tansley ( Essex Wildlife Trust) to Natural England has been further sent as the original had had no response.

iii The Clerk read to the Council his research re: the essential requirement for disabled access onto the proposed bridge on both sides.

vi **Potential tree hazards**

The Mitchell Arboriculturist Survey report was described to the Council (work required at £4,200) and the emailed document handed to Councillor Mrs I Knight.

vii **Risk Assessment:**

The Clerk reported that a generic copy of a WLR risk assessment (RDC) had been sent to the Chairman.

viii **Map of the Site**

Two large copies of the Bill Snow original drawing, were handed to Councillor Mr S Sterry.

ix **The Jubilee Wood.**

i Councillors agreed the format for the flyer for a children's event re: potting/planting of the Jubilee Wood 'whips' on Saturday 2<sup>nd</sup> June at 10.30am.

ii The Clerk to arrange the 250 A5 flyers to be printed and delivered to Councillor Mr M Steptoe, by Tuesday next.

**310** 11/12 **Playspace.**

Councillor Mr S Sterry reported a hole in the rear chain link fence.

**311** 11/12 **Planning.**

- i i Application no 12/00151/FUL Polar Dreams The Old School, 400, Little Wakering Road, Barling. (Single Storey Extension/Re-Roofing and Refurbishment of Existing Air Raid Shelter to Form Ancillary Room to Main Nursery) – The PC have no objection.
- ii Application no 12/00131/LDC Land North of Ropers Farm, Mucking Hall Road, Barling Magna. (Retrospective Application For A Certificate Of Lawfulness to Retain Two Detached Building Each for Use as a Dwelling House. To Retain One Building for Use as Stables and One Building for Use as Stable and Tack Room) – The PC object based on:  
Green Belt Rules, Flood plain, can be seen from FP 6, and no evidence the PC have seen to support the buildings having been there for 4 years or more.
- iii Town and Country Planning Act 1990 (as amended) Land at Wallasea Island, Rochford. (Approved External Lighting Condition 4) – Noted.
- iv Barling Marsh Landfill, Mucking Lane, Barling Magna

The Chairman allowed:

- v Application no 12/00185/FUL 308, Little Wakering Road, Barling (Construct Single Storey Flat Roofed Rear Extension). – The PC have no comment.
- vi ECC Development and Regulation Committee Meeting on 27<sup>th</sup> April 2012 re: Planning Permissions (conditions) – Noted.

ii **Appeals:** None.

iii **Delegated and Development Committee Planning decisions:** None

iv **Alleged Planning Contraventions:** None

**312** 11/12 **Correspondence.**

**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 placed on the table.

**313** 11/12 **An Advisory Financial Committee:** (Chairman, Vice Chairman and Ward Councillor).

The meeting was arranged for Wednesday 18<sup>th</sup> April at the Clerks home at 8pm to discuss the end of financial year balances, accounts, precept, internal audit, Government Audit, insurance quotes, division of assets, etc.

**314** 11/12 **Finance.**

- i A Financial Statement for the period ending 4<sup>th</sup> April 2012 was recorded.
- ii The VAT claim 2011-2012 @ £2,676-20 has been received.
- iii i The Clerk reported on the progress of the Annual Audit preparation 2011-2012.  
ii The Clerk requested from Councillor Mrs I Knight the WLR Purchase Ledger (Diary) for the Annual Audit.
- iv First Part of the PRECEPT of 2012-2013 has been received @ £17,920-00 was recorded.
- v The last quarter payment of the PAYE 2011-2012 @ £339-96 was recorded.
- vi An Invoice March 2012 from Mr S Sterry: Cater/refresh P/Plan-Streetlight Consultation Public Meeting @ £ 55-20 was recorded.
- vii An Invoice April 2012 from Mr Pitts re: invoice 306942 - General Green Maintenance @ £ 192-00 was recorded.
- viii An Invoice April 2012 from Mr Pitts re: invoice 306943 - Green bins (x 6.) @ £75-00 was recorded.
- ix An Invoice March 2012 from Makro/Mrs J Bulman re: 5 folding tables @ £239-94 was recorded.
- x An Invoice March 2012 from Mr J Allen re: Rochford District Civic Dinner @ £38-00 was recorded.
- xi An Invoice March 2012 from EALC/B Summerfield re: Training Day 'general competence' @ £35-00 was recorded.
- xii An Invoice March 2012 from Eurooffice/B Summerfield re: Stationery 3 Laser Toner Cartridges @ £50-37 was recorded.
- xiii An Invoice March 2012 from ICO/B Summerfield re: Data Protection Act registration @ £35-00 was recorded.
- xiv An Invoice March 2012 from Essex and Suffolk Water re: 21/10/11 -16/03/12 WL Barn @ £25-78 was recorded.
- xv An Invoice March 2012 from EALC re: 2077 Annual Subscription 2012-2013 @ £368-99 was recorded.
- xvi An Invoice March 2012 from A&J Lighting re: invoice 24646 reported lighting fault corrections @ £148-20 was recorded.
- xvii An Invoice April 2012 from Ernest Doe re: Security chain/wildlife gate @ £25-27 was recorded.
- The Chairman allowed:
- xviii An Invoice April 2012 Jackson/I Knight reimburse 939032 + Gate/yard broom/soft broom/kettle/brush/hooks @ £117-22 was recorded.
- xix An Invoice April 2012 TradeUK account/T Golab PlumbMait/Brush/ballfeed/Miracrow/poweroil/broomhandle  
x £37-20.  
x £14-48.
- xx An Invoice April 2012 TradeUK account /I Knight Spade  
x £20-58 @ £72-06 was recorded.
- xxi An Invoice April 2012 Staples/B. Summerfield reimburse Stationery - yellow paper @ £15-99 was recorded.
- xxii An Invoice April 2012 Mrs I Knight reimburse March car fuel allowance wildlife work @ 0-45p per mile x 96 @ £43-20 was recorded.
- xxiii An Invoice April 2012 Circle Service/B. Summerfield reimburse Stationery – Map prints @ £6-00 was recorded.
- xxiv The payment March 2012 to Mr Pitts re: 306940 Green bins (x 6) @ £60-00 WL was recorded.
- xxv The payment March 2012 to Mr Pitts re: 306941 General Green Maintenance @ £90-00 was recorded.
- xxvi The payment March 2012 to A&J Lighting re: 24476 new column in Church Road and light shield @ £753-00 was recorded.
- xxvii The payment March 2012 to A&J Lighting re: 24492 streetlight repairs etc @ £105-30 was recorded.
- xxviii The payment March 2012 to A&J Lighting re: 24510 streetlight repairs etc @ £105-30 was recorded.
- xxix

- xxx The payment March 2012 to Mr S Sterry re: Travel expenses EALC day course on Publicity @ £36-00 was recorded.
- xxxii The payment March 2012 to Mr B Summerfield re: Travel expenses EALC day course on Planning @ £ 34-95 was recorded.
- xxxiii The payment March 2012 to Containers Direct/ B Summerfield Cheque shortfall £ 20-00 was recorded.
- xxxiv The payment March 2012 to A&J Lighting 24584 Annual Maintenance Contract 2012-2013 @ £1,090-56 was recorded.
- xxxv The HSBC bank statements for March 2011 @ £30,000-00 was recorded.
- i The Clerk is keeping a log of hours of 2012 due to the increasing work load, was recorded.
- ii Councillor Mr S Sterry requested that it be recorded; his concerns that the Clerks hours may be falling foul of the Working Times Directive (EU Legislation).
- xxxvi Resolved all of the above inc: payments, the monthly financial statements, transfers and countersigned cheques.  
Proposed by Councillors: Mr J Allen, seconded Mrs I Knight and agreed by all.

### 315 The NatWest Bank

Councillor Mr R Gardiner received a form from the Clerk for co signatures.

### 316 Report from Members on Outside Bodies.

*To receive verbal reports:*

- i Monthly Crime report: None
- ii Flood Watch report: None

### 317 The Roach Group/RHALC/East Area Committee

Councillor reports: None

### 318 Streetlights:

- i The Clerk's survey! None
- ii The Clerk's UK Powernetworks report. None

### 319 Highways/Transport/P3: ( Individual and PC complaints to [www.essex.gov.uk](http://www.essex.gov.uk) ). None

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

Items: Councillor Mr S Sterry will collect the rest of the salt bags and distribute to councillors - Councillor Mrs I Knight handed a undated Risk Assessment for the RSPB Walk of 24<sup>th</sup> March 2012 – FP26 Saint Mary's Church, style at end – FP 30 bottom of Kimberly Road Horse fence consisting only of electric fence tape next to FP – Project re: the hedge at the corner of Barling Road and Church Road, proposals for cut back an reveal pond and view – ownership?

### 321 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:

### 322 Date and time of the next Parish Council Meeting.

The Clerk to receive prior to 14 days of the AGM 2012, all nominations for the positions of :

- i The Chairman and Vice Chairman of the Parish Council
- ii The Chairmen of all Committees as listed above:

Agreed:

**17<sup>th</sup> MAY 2012**  
**(Annual Parish Meeting and AGM).**

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

13<sup>th</sup> May 2012.

Mr B Summerfield BMPC Clerk.