

BARLING MAGNA PARISH COUNCIL

Minutes of the Barling Magna Parish Council Meeting held on Thursday 9th May, 2013 held in the Village Hall, Little Wakering Road, Barling Magna, Essex commencing at 7.30 p.m.

Present:- Councillors , J. Allen, J. Bulman, R. Gardiner (Retiring Chairman), A. Jones, I. Knight, T. Norman and M. Steptoe.

In attendance:- J. Watson (Parish Clerk)

Members of the Public:- P. Bulman

- 1. The Chairman to declare the meeting open.**
 - a. The Chairman declared the meeting open.

- 2. To elect a Chairman of the Barling Magna Parish Council for the 2013/2014 Term of Office.**
 - a. Proposed Councillor Gardiner, seconded Councillor Jones that Councillor Knight be elected Chair of the Parish Council for the 2013/2014 Council Year.
 - b. Proposed Councillor Steptoe that Councillor Allen be elected Chair of the Parish Council for the 2013/2014 Council Year.
 - c. No seconder having been received for Councillor Allen, Councillor Knight was elected Chair.

- 3. To receive the newly appointed Chairman's remarks and the signing of the declaration of acceptance of office.**
 - a. Councillor Knight thanked the meeting and expressed the hope that the Council would move forward in the forthcoming year.
 - b. Councillor Knight would sign the declaration of acceptance of office after the meeting.

- 4. To receive apologies for absence.**
 - a. Apologies for absence were received from Councillor Edmunds (unwell) and Councillor Pearmain (holiday).

- 5. To receive Declarations of Interest in accordance with the Council's Code of Conduct and with section 106 of the Local Government Finance Act 1992.**
 - a. Councillor Steptoe declared an interest in respect of general matters relating to planning.

- 6. To elect a Vice-Chairman of the Barling Magna Parish Council for the 2013/2014 Term of Office.**
 - a. Proposed Councillor Gardiner, seconded Councillor Bulman that Councillor Jones be elected Vice Chair of the Parish Council for the 2013/2014 Council Year.
 - b. Proposed Councillor Allen, seconded Councillor Norman that Councillor Steptoe be appointed Vice-Chair for the 2013/2014 Council Year.
 - c. A ballot was held the result being 4 votes for Councillor Jones and 3

- votes for Councillor Steptoe.
- d. Councillor Jones was duly elected.

7. To agree Committees, Sub-Committees and Working Parties to be formed for the 2013/2014 Financial Year.

- a. The schedule dated 9th May, 2013 circulated by the Clerk prior to the meeting was considered.
- b. It was agreed that the Administration Review Committee would make recommendations to the Council as to the future Committee structure.

8. The meeting will stand adjourned to permit Parishioners of Barling Magna to address the Council.

- a. No Parishioners addressed the meeting.

9. To receive reports from the County Councillor and the District Councillor for the area on any matters of interest.

- a. Councillor Steptoe reported that Colin Seagers, recently elected As a County Councillor had apologised that he was not able to make the meeting.
- b. Councillor Steptoe reported on,
 - i. Census figures for Barling and Sutton.
 - ii. Changes to Section 106 payments under the 2014 Community Infrastructure Levy.
 - iii. The Local Development Framework Document.
 - iv. Changes in the governance of the District Council.

10. To sign as a correct record the minutes of the Full Council Meeting held on 11th April, 2013.

- a. Proposed Councillor Gardiner, seconded Councillor Jones that,
 - i. Subject to the words "Rochford District Council" being replaced by the words "Essex County Council" in minute 6.a. and
 - ii. Subject to the words "now defunct" being removed from minute 6.c.

The minutes be approved. 6 for, 1 abstention. Carried.

11. To discuss any matters arising from the Minutes at Agenda Item 10 not included on the agenda.

- a. There were no matters arising.

12. To receive verbal reports from those persons representing the Council on outside bodies and to receive reports on seminars and conferences attended, to include,

- a. Monthly Crime Report – No report.
- b. RHALC – Councillors Knight and Norman had attended the last meeting. The Clerk would distribute the minutes when received.
- c. East Area Committee – Councillor Steptoe reported that the format of this Committee was changing.
- d. Parish Plan – Councillor Knight reported that there would be a meeting of the Parish Plan in the following week.

13. To consider and approve:-

- a. Payment requests for April/May, 2013.
 - i. The payment requests in the Clerk's note dated 9th May, 2013 were considered. Proposed Councillor Gardiner, seconded

Councillor Knight that they be approved. Carried unanimously.

b. Bank Reconciliation to 30th April, 2013.

i. The Bank reconciliation dated 9th May, 2013 was noted.

Proposed Councillor Gardiner, seconded Councillor Knight that this be approved. Carried unanimously.

14. To consider Planning Applications received since last meeting.

a. The planning application in respect of 1 Carpenters was noted. It was agreed that, subject to there not being an issue with boundary space in respect of the adjoining property, there were no further comments.

15. Correspondence.

a. The schedule of correspondence circulated by the Clerk on 9th May, 2013 was noted.

16. Village Hall

a. Noted that the exterior of the Village Hall required decorating.

b. Noted that the Health and Hygiene Inspector from Rochford District Council would be visiting the Hall in the near future.

17. Wildlife Reserve

a. Councillor Knight gave a brief report on the Wildlife Reserve. Councillor Norman offered to help over the forthcoming Bank Holiday.

18. At the Chairman's discretion to exchange information during any other business.

a. Councillor Knight asked when the Parish Council would be buying the projector for us on considering planning applications and for the Parish Plan. Agreed the Clerk would purchase one to a maximum value of £500.00

b. Councillor Jones mentioned he had met with the Police in Southend. There was currently a spike in burglaries in the area. People should make the police aware of any suspicious behaviour.

Councillor Bulman left the meeting.

Pursuant to section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 it was resolved that, in view of the confidential nature of the business about to be transacted, it was advisable in the public interest that the press and the public be excluded and they were instructed to withdraw.

15. Village Hall.

a. The Clerk had circulated a letter from Wells Legal dated 2nd April, 2013. It was agreed the Clerk should write to Wells Legal requesting that this matter be treated as urgent.

16. Wildlife Reserve.

a. The Clerk had circulated a copy of a letter dated 16th April, 2013 from Anglian Water to Wells Legal. The Clerk was asked to find out what Natural England had to do with the proposed purchase of the land. He was also asked to tell Wells Legal that this matter should be treated as urgent.

17. Gratuity for Retiring Clerk.

- a. The Clerk explained that he had been getting mixed messages regarding various aspects of this claim. It was agreed that he should instruct a local Employment Solicitor to advise the Parish Council on this matter.

18. Internal Auditor.

- a. It was agreed that Julie Hindley should be asked to carry out the Internal Audit for the 2012/2013 Financial Year but that the Clerk should go out to tender in respect of 2013/2014.

19. Contract with Robert Pitts.

- a. It was agreed that the Clerk should go out to tender for this work.

20. Formal Complaint re Financial Matters

- a. The e-mail dated 3rd May, 2013 to the parish Clerk was noted. Agreed that Councillors Allen, Knight and Steptoe together with the Clerk would prepare a response.

Meeting closed at 10.30 pm

Date of next meeting - 12th June, 2013 – Full Council Meeting.