

# **BARLING MAGNA PARISH COUNCIL**

**Minutes** of the Barling Magna Parish Council held on Thursday 8th August, 2013, in the Barling Magna Village Hall, Barling Magna, commencing at 7.30 p.m.

Present: Councillors Gardiner, Jones (Vice Chair), Knight (Chair), Pearmain and Steptoe.

In attendance: J. Watson (Parish Clerk).

- 1. The Chairman to declare the meeting open.**
  - a. The Chair declared the meeting open.
  
- 2. To receive apologies for absence.**
  - a. Apologies for absence were received from Councillors Allen and Edmunds.
  
- 3. 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 interests in Agenda Item 13 – Planning and Agenda Item 17 – Gratuity for Retiring Clerk.
  - b. Councillor Norman declared an interest in Agenda Item 13 – Planning.
  - c. Councillor Jones declared an interest in Agenda Item 13 – Planning.
  
- 4. The meeting will stand adjourned to permit Parishioners of Barling Magna to address the Council.**
  - a. Councillor Norman left the meeting. Mrs Norman addressed the meeting in respect of the water supply being cut off at the adjoining property.
  - b. Councillor Norman re-joined the meeting.
  
- 5. To receive reports from the County Councillor and the District Councillor for the area on any matters of interest.**
  - a. Councillor Steptoe reported,
    - i. Paul Warren, Chief Executive at Rochford District Council would be retiring at the end of the year. His replacement had been appointed and would be starting in November allowing for a hand-over period.
    - ii. The Boundaries Commission are scheduled to meet and it is possible that they would be including Parish boundaries in their deliberations.
    - iii. Notes of the last Highways Panel meeting would be circulated by the Clerk. Signage in Mucking Hall Lane would be started imminently. Village "gates" would be installed at Stambridge. Discussions regarding Stonebridge Corner were ongoing.

**6. To sign as a correct record the Minutes of the Extra-ordinary Meeting held on 19<sup>th</sup> June, 2013.**

- a. Proposed Councillor Knight, seconded Councillor Gardiner that the Minutes of the Extra-Ordinary Meeting held on 19th June, 2013 be approved as a correct record and signed. 3 for, 2 abstentions. Carried.

**7. To sign as a correct record the Minutes of the Full Council Meeting held on 11th July, 2013.**

- a. Proposed Councillor Knight, seconded Councillor Pearmain that the Minutes of the Full Council Meeting held on 11th July, 2013 be approved as a correct record and signed. 3 for, 2 abstentions. Carried.

**8. 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 meeting had been held.
- b. RHALC – The minutes of the last meeting were awaited.
- c. East Area Committee – The format of the East Area Committee was still being discussed.
- d. Parish Plan – Councillor Knight would circulate the introduction to Councillors for their comments.

**9. Financial Matters - To consider and approve:-**

- a. Payment requests for July/August, 2013.
  - i. It was noted that cheque 022263 had been issued to the Great Woking Community Association in the amount of £75.00 for the Councils advertisement in the newsletter. Proposed Councillor Pearmain, seconded Councillor Gardiner that the amended schedule of payment requests be approved. Carried unanimously.
- b. Bank Reconciliation as at 31st July, 2013.
  - i. Proposed Councillor Gardiner, seconded Councillor Pearmain that the bank reconciliation as at 31st July, 2013 be approved. Carried unanimously.
- c. Financial Statement for the four months to 31st July, 2013.
  - i. That Clerk reported that he had not had time to prepare this statement.

**10. Finance Committee**

- a. Proposed Councillor Gardiner, seconded Councillor Jones that the schedule of proposed expenditure for 2013/2014 be approved. Carried unanimously.

**11. Environment Agency**

- a. The Clerk explained that an invitation had been received from Great Woking Parish Council to participate in a meeting being arranged with the Environment Agency on 17th September, 2013 at Great Woking Council Chambers and that Councillors were invited to submit written questions to the Clerk by the beginning of September.
- b. Councillors Jones, Knight and Norman agreed to attend on behalf of the Parish Council.

**12. Barling Magna Parish Hall.**

- a. The proposal to that a quorum for a meeting of the Trustees of the Parish

Hall be reduced from five to three people was considered. It was agreed that it would be inappropriate to do so and the item was carried forward for further consideration by the Village Hall Trustees.

- b. The principle to be adopted when hiring the hall out for charitable events was discussed and it was generally felt that all hirers should be charged the full fee. The item was carried forward for further consideration by the Village Hall Trustees.

### **13. Planning Applications.**

- a. Planning application 13/00386/FUL in respect of 383 Little Wakering road was noted.

### **14. Correspondence.**

- a. The letter dated 29th July, 2013 from the Richford & Rayleigh Citizens Advice Bureau was noted.
- b. Councillor Norman left the meeting and the letter dated 30th July, 2013 from Anthony Biebuyck was discussed. It was agreed that the Clerk should respond to him appropriately. Councillor Norman re-joined the meeting.

### **15. Wildlife Reserve**

- a. Councillor Knight reported that the Green flag presentation had been attended by the local Member of Parliament, James Duddridge and by District Councillor Mike Steptoe.
- b. A rare species of ladybird had been spotted in the Reserve.
- c. The Teddy Bear's Picnic was being held on 7th September.
- d. Councillor Steptoe mentioned that he was meeting with the Management of Wallasea Island and would mention the Wildlife Reserve.
- e. Councillor Jones reported he was trying to arrange a volunteer day at the Reserve and was waiting a call from the RSPB.

### **16. At the Chairman's discretion to exchange information.**

- a. There were no items of information.

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.

### **17. Gratuity for Retiring Clerk.**

- a. Councillor Steptoe left the meeting.
- b. The advice received from NALC was considered.
- c. Proposed Councillor Adams, seconded Councillor Knight that the advice from NALC be taken and the Clerk should write to the retiring clerk appropriately.
- d. Councillor Steptoe re-joined the meeting

### **18. Wildlife Reserve.**

- a. The e-mail from Wells Legal dated 7th August, 2013 circulated by the Clerk before the meeting was noted. It was unanimously agreed,
  - i. Wells Legal be instructed to do the appropriate searches.
  - ii. Wells Legal be requested to obtain the appropriate plans.
  - iii. The Clerk should try to arrange a site meeting with Councillor Jones, Wells Legal, Anglia Water and Savills so that the

outstanding issue in respect of responsibility for the Sea Wall could be clarified.

**19. Village Hall.**

- a. The Clerk reported that he had instructed Wells Legal to move to completion.
- b. It was hoped that the searches would clarify the position re the pavement adjacent to the Village Hall, the village sign and the electrical sub-station.

**20. Formal Complaint re Financial Matters.**

- a. The Clerk reported that nothing further had been received in respect of the complaint received by Littlejohn LLP.

Meeting closed 9.47

**Date of next meeting – 12th September, 2013 – Full Council Meeting.**