

BARLING MAGNA PARISH COUNCIL

Minutes of the Barling Magna Parish Council held on Thursday 12th December, 2013, in the Barling Magna Village Hall, Barling Magna, commencing at 7.30 p.m.

Present: Councillors Bines, Edmunds, Pearmain and Steptoe.

In attendance: J. Watson (Parish Clerk).

AGENDA

- 1. The Chairman to declare the meeting open.**
 - a. In the absence of the Chair and Vice Chair it was proposed by Councillor Edmunds and seconded by Councillor Bines that Councillor Steptoe chair the meeting.
 - b. Councillor Steptoe declared the meeting open.
- 2. To receive apologies for absence.**
 - a. Apologies for absence were received from Councillors Gardiner, Jones, Knight and Norman.
- 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 an interest in Planning Matters.
- 4. The meeting will stand adjourned to permit Parishioners of Barling Magna to address the Council.**
 - a. No Parishioners attended 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 on,
 - i. Rochford District Council budget process where an increase over last year of 1.9% had been suggested.
 - ii. Issues arising from the tidal surge on the evening of 4th/5th December. A meeting of interested parties was being held on 20th December to discuss the issues arising from the event.
 - iii. The ditch by the "Shoulder Stick" had been dug out by the farmer who owned it but, by doing so, he had removed the cross-over.
- 6. To sign as a correct record the Minutes of the Full Council Meeting held on 14th November, 2013.**
 - a. It was noted that Councillor Pearmain had been present at this meeting.
 - b. Proposed Councillor Steptoe, seconded Councillor Pearmain that, subject to the above, the minutes of the meeting held on 14th November, 2013 be signed as a correct record. Carried unanimously.

- 7. 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. NAP Meeting – neither of the Parish Council representatives were present to give a report.
 - b. RHALC – no meeting had been held.
 - c. Parish Plan – The Parish Council representative was not present to give a report.
- 8. Financial Matters - To consider and approve:-**
- a. Proposed Councillor Pearmain, seconded Councillor Edmunds that the payment requests for November/December, 2013 be approved. Carried unanimously.
 - b. Proposed Councillor Bines, seconded Councillor Pearmain that the Bank Reconciliation as at 30th November, 2013 be approved. Carried unanimously.
 - c. Proposed Councillor Steptoe, seconded Councillor Pearmain that the Financial Statement for the eight months to 30th November, 2013 be approved. Carried unanimously.
 - d. Proposed Councillor Bines, seconded Councillor Steptoe that the Clerk prepare a current Asset Register. This should include all items with a purchase price of in excess of £100.00. All items should be tagged and photo'd and the Clerk would take advice from Insurance Brokers and the Police. Carried unanimously.
- 9. Budget/Precept 2014/2015.**
- a. The Clerk's note dated 9th December was considered.
 - b. Proposed Councillor Edmunds, seconded Councillor Bines that the Finance Committee's recommendation that, in view of the reduction in Council Tax Support, the precept be increased by 1.99% be approved. Carried unanimously.
- 10. Finance Committee.**
- a. Proposed Councillor Edmunds, seconded Councillor Pearmain that Councillor Norman be appointed as a Member of the Finance Committee. Carried unanimously.
- 11. Appointment of New Solicitors.**
- a. Proposed Councillor Bines, seconded Councillor Edmunds that, once the purchase of the Village Hall has been completed, Tollhurst Fisher LLP be appointed Solicitors to the Parish Council. Carried unanimously.
 - b. Proposed Councillor Bines, seconded Councillor Pearmain that Tollhurst Fisher be instructed to take over the legal work in respect of the proposed purchase of the land adjoining the Wildlife Reserve. Carried unanimously.
 - c. Proposed Councillor Edmunds, seconded Councillor Pearmain that Tollhurst Fisher be consulted by the Clerk and Councillor Bines to obtain advice regarding the Charitable Trust known as the Barling Magna Village Hall Committee. Carried unanimously.
- 12. Village Hall**
- a. The Clerk reported that he would prepare a schedule in respect of the remedial work to the Village Hall once the report from the Structural Surveyors had been received.

- b. Councillor Pearmain gave a verbal report in respect of the water supply to the hall and it was unanimously agreed that various measures would be taken to reduce the water usage.
- c. Proposed Councillor Pearmain, seconded Councillor Steptoe that the Parish Hall Management Committee meet quarterly instead of the current arrangement of bi-monthly. Carried unanimously.

13. Councillor Co-option.

- a. Councillor Steptoe reported that he had a possible candidate for co-option to the Council.
- b. Proposed Councillor Steptoe, seconded Councillor Edmunds that the Clerk be instructed to commence the process for co-option. Carried unanimously.

14. Christmas Tree.

- a. It was unanimously agreed that no action should be taken in respect of the offer of a Christmas tree.
- b. Proposed Councillor Steptoe, seconded Councillor Edmunds that the Christmas Light competition would be held on 22nd December, 2013.

15. Wildlife Reserve.

- a. Proposed Councillor Pearmain, seconded Councillor Edmunds that the Wildlife Reserve Committee meet quarterly instead of the current arrangement of bi-monthly. Carried unanimously.

16. "Citizen of the Year" Award.

- a. Councillor Pearmain reported that the judging panel had voted for Ann Carlow-Bunton to be "Citizen of the Year" in the 60+ category and for Blake Gardiner to be "Citizen of the Year" in the 18 and under category. Proposed Councillor Pearmain, seconded Councillor Edmunds that these decisions be accepted. 3 for, 1 abstention. Carried.
- b. Proposed Councillor Pearmain, seconded Councillor Edmunds that Dulcie Dobson should receive a special commendation award. 3 for, 1 abstention. Carried.
- c. It was agreed that the Rev Alun Hurd would be asked if the awards could be held at the Carol Service he would be holding at the Castle pub.

17. Freedom of Information request.

- a. The Clerk reported that he was preparing the response to the Freedom of Information request in respect of the Quiz night that he had received from James Allen.

18. Future Expenditure.

- a. It was agreed that Councillor Jones would be asked to arrange an informal meeting to obtain Councillors' opinion as to possible items of expenditure for the 2014/2015 Financial Year.

19. Planning Applications.

- a. The Planning Application in respect of 154 Little Waking Road was tabled.
- b. Councillor Steptoe declared an interest and said he could not participate in the discussion.
- c. Agreed that no action be taken.

20. Correspondence.

- a. No correspondence had been received.

21. At the Chairman's discretion to exchange information.

- a. Councillor Steptoe had prepared a schedule of street lights that required attention. The Clerk would action.
- b. The siting of the rubbish bins which had been donated to the Council was discussed. The Clerk would write to the donors to thank them.
- c. The forthcoming Farmers Market was discussed. Proposed Councillor Edmunds, seconded Councillor Pearmain that, unless stallholders could produce Public Liability Certificates, the event be cancelled. Carried unanimously.

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

22. Appointment of Arboriculturist.

- a. The Clerk reported he was still trying to obtain quotes for an arboriculturist to carry out annual checks of the trees in the Wildlife Reserve. It was agreed to carry over to the next meeting.

23. Appointment of Structural Surveyor

- a. The Clerk's e-mail dated 22nd November was considered. Proposed Councillor Pearmain, seconded Councillor Bines that Wheeldon & Deacon be appointed to survey the Village Hall.

Date of next meeting – 9th January, 2014 – Full Council Meeting.

Meeting closed 8.57 pm.