

BARLING MAGNA PARISH COUNCIL

COUNCIL MEETING

Minutes of the meeting of the Barling Magna Parish Council held on Thursday 8th January, 2015, in Chadwicks House, Barling Magna County Primary School, Little Wakering Road, Barling Magna, Essex, SS3 0LN commencing at 7.30 p.m.

Present: Councillors Ashdown, Cohen (Vice Chair), Edmunds, Knight, Pearmain, Steptoe (Chair) and Street.

In attendance: J. Watson (Parish Clerk).

MINUTES

- 1. The Chair 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 Councillor Gardiner and from County and District Councillor Seagers.
- 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 respect of Agenda Item 21 Planning Applications.
- 4. The meeting will stand adjourned to permit Parishioners of Barling Magna to address the Council.**
 - a. No parishioners were present to address the meeting.
- 5. To receive reports from the County Councillor and the District Councillor for the area on any matters of interest.**
 - a. District Councillor Steptoe reported,
 - i. He had attended a meeting of the Flood Forum. Anglia Water would be upgrading the rising main at the pumping station in Kimberley Road. The grill in the ditch leading to the sea wall was blocked and this would be looked at.
 - ii. The Rochford District Council committee dealing with recommendations to the Boundary Commission would be meeting the following week
- 6. To sign as a correct record the Minutes of the Council Meeting held on 27th November, 2014.**
 - a. Proposed Councillor Pearmain, seconded Councillor Street that the

Minutes of the Council Meeting held on 27th November, 2014 be signed as a correct record. 6 for. 1 abstention. Carried.

7. Financial Matters

- a. To approve,
 - i. The payment requests for December, 2014 were considered. The Clerk reported that three further cheques should be added to the schedule being cheque 200156 in the amount of £50.00 to M. Cohen for the Citizen of the Year prizes, cheque 200157 in the amount of £12.99 to J. Edmunds for the purchase of an electrical lead and cheque 200158 in the amount of £234.60 to HMR&C for PAYE/NIC. The revised total of the cheque schedule was £3,117.29). Proposed Councillor Ashdown, seconded Councillor Street that the payment requests be approved. Carried unanimously with Councillors Edmunds and Cohen abstaining in respect of the cheques reimbursing their expenses.
 - ii. Proposed Councillor Pearmain, seconded Councillor Cohen that the Bank Reconciliation as at 31st December, 2014 be approved. Carried unanimously.
 - iii. Proposed Councillor Pearmain, seconded Councillor Cohen that the Financial Statement for the nine months to 31st December, 2014 be approved. Carried unanimously.
 - iv. Proposed Councillor Pearmain, seconded Councillor Edmunds that the Chair be authorised to approve overtime for the Clerk to a maximum of ten hours a month. Carried unanimously.

8. Village Hall.

- a. The Special Motion dated 5th December, 2014 was noted. Proposed Councillor Street, seconded Councillor Pearmain that the decision made under Minute 23.b. of the minutes of the Parish Council Meeting held on 2nd October, 2014 that no action should be taken in respect of making repairs to the village hall roof be rescinded. Carried unanimously.
- b. The letter from Wheeldon and Deacon (W&D) dated 8th December, 2014 was considered. Proposed Councillor Steptoe, seconded Councillor Pearmain that the quote from MR be shown to W&D and they be asked whether it met the requirements as stated in their letter. Carried unanimously.

9. Annual Budget/Precept for 2015/2016.

- a. Proposed Councillor Pearmain, seconded Councillor Street that the budget for 2015/2016 as recommended by the Finance Committee be approved. Carried unanimously.
- b. Proposed Councillor Pearmain, seconded Councillor Street that the recommendation by the Finance Committee that the precept for 2015/2016 be increased by 1.99% in relation to the precept for 2014/2015. Including the LCTS Grant from Rochford District Council of £2,166, this would result in a total precept of £37,265, an increase of £302 over the previous year. Carried unanimously.

10. Councillor Vacancy.

- a. The Clerk reported that the required notices had been posted about the vacancy for a Councillor but no election had been called. Proposed Councillor Steptoe, seconded Councillor Street that, as there was less

than six months before the Parish Elections, the Council would not try to co-opt a Councillor to fill the vacancy.

11. Wildlife Reserve.

- a. Councillor Knight gave a brief report on the Wildlife Reserve.
- b. It was agreed that it was not necessary to update the Barling Magna Millennium Wildlife Park Management Plan.

12. Quiz Night.

- a. Councillor Knight reported that the Quiz Night held on 29th November, 2014 had been very successful and had raised over £840.00.

13. Citizen of the Year – 2014/2015.

- a. Councillor Steptoe reported that the presentation of the 2014/2015 Citizen of the Year Awards had been a very successful evening.
- b. The Clerk was asked to write to Alun Hurd thanking him for agreeing that the presentations be made at his “beer and carols” evening.
- c. The Clerk would arrange for the boards in the Committee Room to be updated.

14. Christmas Lights.

- a. Councillor Steptoe reported on the judging of the Christmas Lights. He had been assisted by Councillor and Mr Cohen, District Councillor and Mr McPherson, Bradley Steptoe, Alison McKeever, Dulcie Dobson and Carole Steptoe. Carole had also provided refreshments on the evening.
- b. The prizes had all been delivered.
- c. The Clerk was asked to write to all the judges thanking them for their help.
- d. The Clerk would arrange for certificates to be sent to the winners.

15. Parish Council Emergency Response Plan.

- a. It was agreed that this matter be carried forward to the next meeting.

16. Clerk’s Report.

- a. Appointment of Arboriculturist – this matter was ongoing.
- b. Letter to Chief Executive Officer of Anglia Water – a letter had been done and a response was awaited.
- c. Memorial Bench – the Clerk was in the process of obtaining a schedule of NRSWA accredited contractors.
- d. Street Lights – all outstanding repairs were expected to be completed within the next seven to ten days.
- e. Distribution of Christmas Gift Parcels – This had been done by Dulcie Dobson and two letters of thanks had been received. The Clerk would write to Dulcie thanking her for arranging this. Thanks was also given to Linda Pearmain for assisting Dulcie.
- f. Repairs at entrance to the Wildlife Reserve – this matter was ongoing.
- g. LHP Submissions – there were three LHP submissions which would be dealt with shortly.
- h. Terms of Reference for Committees – It was agreed that this be postponed until the new committees were agreed at the commencement of the next Council Year.

17. Social Media

- a. The Clerk reported that the Webmaster had declined the request that he be responsible for the Parish Council's Social Media. Councillor Edmunds would ask his daughter if she would be prepared to do this.
- b. The issue of how to communicate with Parishioners was discussed. It was agreed to add an information page to the website and the Clerk would investigate using the notice boards at local shops and public houses.

18. Electoral Review of Rochford.

- a. The Council considered the two letters dated 9th December, 2014 from the Local Government Boundary Commission. Councillor Steptoe would report back to Council as more information became available.

19. Parish Council Elections

- a. It was noted that Parish Council Elections were being held in May. Individual Councillors were responsible for submitting their own election documents. The Clerk would circulate the timetable as soon as it was known.

20. Attendance at Meetings

- a. Councillor Steptoe had attended a meeting of the Lighting Panel in his capacity as a District Councillor. This a new District Panel.
- b. Councillors Ashdown and Cohen together with the Parish Clerk had attended the Parish Summit which had been very interesting and covered a variety of subjects.
- c. Councillor Street had attended a community meeting with Essex Police. He gave brief details of crime figures for the area. The next meeting would be held on 23rd February, 2015.

21. Planning Applications.

Councillor Steptoe did not take part in the debate or voting on any of the following planning matters.

- a. The Clerk reported that he had not received any paperwork from Rochford District Council in respect of Planning Application 14/00868/LDC which related to Jail Farm Cottage, Barling Road, Great Wakering. Documents had been downloaded from the Rochford District Council website. The Council agreed to comment on this application as follows,
 - i. The proposals were over development of the site.
 - ii. The proposed development was intrusive on the Green Belt
 - iii. The proposed development would give rise to infrastructure issues.
- b. It was also noted there was the possibility that the garage at the property was being used as living accommodation and that Rochford District Council should be asked to investigate this.
- c. The Clerk reported that he had not received any paperwork from Rochford District Council in respect of Planning Application 14/00884/DPDP1 which related to Jail Farm Cottage, Barling Road, Great Wakering. It was noted that as this matter related to permitted development the Parish Council would not be consulted
- d. The letter dated 30th December, 2014 from Cory Environmental was noted. It was agreed to await formal notification of the matter from Essex County Council before making any comments.
- e. No other Planning Applications had been received.

22. Correspondence.

- a. No correspondence had been received which had not been dealt with in the meeting.

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

- a. No information was exchanged.

24. Exclusion of the Press and Public.

- a. Proposed Councillor Steptoe, seconded Councillor Cohen that pursuant to section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 and 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. Carried unanimously.

25. Village Hall Manager.

- a. This matter being Private and Confidential has been minuted separately.

Meeting closed 9.26 pm

Date of next meeting – 19th February, 2015 – Full Council Meeting.

Issued 16th January, 2015.