

# **BARLING MAGNA PARISH COUNCIL**

## **COUNCIL MEETING**

**Minutes** of the meeting of the Barling Magna Parish Council held on Thursday 16th April, 2015, in Chadwicks House, Barling Magna County Primary School, Little Wakering Road, Barling Magna, Essex, SS3 0LN commencing at 7.00 p.m.

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

In attendance: J. Watson (Parish Clerk).

Member of the public: James Greesley

### **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 Pearmain.
- 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 Agenda Item 8.b. (Wildlife Reserve) an Agenda Item 17 (Planning Applications).
  - b. Councillor Edmunds declared an interest in Agenda Item 8.b. (Wildlife Reserve)
- 4. The meeting will stand adjourned to permit Parishioners of Barling Magna to address the Council.**
  - a. Mr J. Greesley raised the issue of the notices that had been posted in the field behind the Church saying that the land was private and trespassers would not be welcome. It was agreed that this would be put on the agenda of a future meeting.
  - b. Mr J. Greesley also asked whether the Council could install a dog poo bag dispenser in the Wildlife Reserve. Councillor Knight explained that they used to be provided but had been stolen.
- 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 that Rochford District Council had been shortlisted for two awards for recycling.
  - b. District Councillor Steptoe also reported that Rochford District Council were negotiating with Essex County Council to have the street lights

replaced with LED lighting.

**6. To sign as a correct record the Minutes of the Council Meetings held on 19th March, 2015.**

- a. Proposed Councillor Cohen, seconded Councillor Gardiner that the Minutes of the Council Meetings held on 19th March, 2015 be signed as a correct record. Carried unanimously.

**7. Financial Matters**

- a. The Clerk reported that there were three extra payments to be added to the payment request schedule being,
  - i. Cheque 200196 to Essex County Council and in the amount of £135.00 in respect of meeting room rent.
  - ii. Cheque 200197 to RCCE and in the amount of £40.00 in respect of services provided by S. Sapworth
  - iii. Cheque 200198 to EALC and in the amount of £375.71 in respect of Annual Subscription.
- b. Proposed Councillor Knight, seconded Councillor Ashdown that the amended payment requests for March/April, 2015, the provisional Bank Reconciliation as at 31st March, 2015 and the provisional Financial Statement for the twelve months to 31st March, 2015 be approved. Carried unanimously.

**8. Wildlife Reserve.**

- a. Councillor Knight reported that the local cub pack would be visiting the Wildlife reserve. She would ensure that they provided her with a Risk Assessment in respect of their visit.
- b. The proposal that Barling Magna Primary School be given keys to the toilet facilities at the Wildlife Reserve was considered. Councillor Knight expressed concern that people would misuse the facility. Proposed Councillor Gardiner, seconded Councillor Street that the Clerk ask whether Mrs Gates would be prepared to clean the toilets on a regular basis and, if she was prepared to do so, the school be given the keys. 5 for. 2 abstentions. Carried.
- c. It was noted that part of the fencing belonging to a neighbour is very rickety and non-existent in places. It was agreed that the Clerk would write to the landowner.
- d. Proposed Councillor Steptoe, seconded Councillor Gardiner that a new five year plan be prepared in respect of the Wildlife Reserve. Carried unanimously.

**9. Salt Bins.**

- a. Proposed Councillor Steptoe, seconded Councillor Gardiner that Rochford District Council be asked to provide a further four salt bins for the Parish. Carried unanimously.

**10. Food Bank**

- a. Councillor Street gave the background to the food bank being operated out of the Methodist Church Hall in Great Wakering.
- b. Proposed Councillor Street, seconded Councillor Gardiner that the Barling Magna Primary School be asked to act as referral unit for the food bank. Councillors Edmunds and Steptoe declared an interest as Governors of the School. 5 for. 2 abstentions. Carried

- c. Proposed Councillor Street, seconded Councillor Cohen that the Parish Council display adverts re the food bank on their notice boards. Carried unanimously.
- d. Proposed Councillor Street, seconded Councillor Gardiner that the parish Council donate £100.00 towards the food bank. Carried unanimously.

### **11. Play Area.**

- a. It was agreed that this matter be referred to a future meeting pending further details being received as to proposed improvements to the amenities in the Play Area.

### **12. Signage for Play Area and Wildlife Reserve.**

- a. The proposal that directional signage for the Play Area and the Wildlife Reserve be erected was discussed and the Clerk was asked to make enquiries as to the criteria for such signage.
- b. It was proposed that an agenda item be included in a future meeting regarding signage in the Wildlife Reserve adjacent to the Sea Wall.

### **13. Local Highways Panel**

- a. Councillors Knight and Cohen gave a brief report in respect of the work they had done to date.
- b. Councillor Steptoe suggested that they put forward suggestions for one proposed Bridleway as a test case. It was noted that the next LHP meeting was scheduled for 25th June and they would submit their suggestions to the Clerk to enable him to put their proposal to the LHP for that meeting.
- c. Proposed Councillor Steptoe, seconded Councillor Knight that the Clerk purchase two copies of the Ordnance Survey maps of the area. Carried unanimously.

### **14. Parish Council Emergency Response Plan.**

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

### **15. Clerk's Report.**

- a. Social Media – No progress had been made on this.
- b. Parish Council elections – All Councillors would be returned uncontested.
- c. Repairs to Village Hall – The Clerk reminded the Council that, although he had requested that he be given authority to spend up to £1,000.00 plus VAT to obtain a professionally prepared job specification of the work required to refurbish the Village Hall, the Council had limited him to spending £500.00. He had now received a quotation from Wheeldon & Deacon for £576.00 plus VAT and, in view of their previous involvement with the hall he recommended that this quotation be accepted. Proposed Councillor Steptoe, seconded Councillor Street that the quote be accepted. Carried unanimously.
- d. Books in Village Hall – This matter was ongoing.
- e. Rubbish and Dog Bins – The Clerk had written to Rochford District Council requesting extra bins and a reply was awaited.
- f. Purchase of Notice Boards – These had been purchased and were being installed.
- g. Charitable Trusts – This matter was being dealt with by the Council's Solicitors and a report would be given in due course.
- h. Fencing at Barling Magna Primary School – Councillor Steptoe had

received a communication from the Head of the primary School requesting financial assistance in repairing/replacing some fencing at the school. The Clerk would obtain further details and put the matter on the agenda of a future Council meeting.

#### **16. Attendance at Meetings**

- a. Councillor Street reported that the next community meeting with the Essex Police would take place at the Community Association Hall in Great Wakering on 20th May, 2015 commencing at 7.30 pm.

#### **17. Planning Applications.**

- a. Planning Applications 15/00130/DLC in respect of 154 Little Wakering Road was considered. It was agreed that no action was required.
- b. Planning Application 15/00176/FUL in respect of 31 Kimberley Road was considered. It was agreed that no action was required.

#### **18. Correspondence.**

- a. The Chair had received an invitation from Rochford Parish Council to a St George's day celebration on 26th April, 2015. He was unable to attend. Councillor Cohen would attend in his place.

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

- a. Councillor Edmunds mentioned the possibility of replacing the parish Council street lighting with LED lighting.
- b. Councillor Steptoe pointed out that the Refuse Disposal Site operated by Cory Environmental was due to close in 2016 and there were various concerns regarding this closure. It was agreed that this should be placed on the agenda of a future meeting.

#### **20. Exclusion of the Press and Public.**

- a. Pursuant to section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 it was proposed by Councillor Steptoe, seconded by Councillor Cohen and unanimously 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.

#### **21. Appointment of Arboriculturist.**

- a. The report from the Clerk dated 14th April, 2015 together with the two quotes in respect of the inspection of the trees at the Wildlife Reserve was considered.
- b. Proposed Councillor Steptoe, seconded Councillor Knight that the quote from P. Frainer, the arboriculturist at Essex County Council, be accepted. Carried unanimously.

Meeting closed 8.30 pm

**Date of next meeting – 21st May, 2015 – Annual Council Meeting.**

**Issued 11th May, 2015.**