

# **BARLING MAGNA PARISH COUNCIL**

**Minutes** of the meeting of the Barling Magna Parish Council held on Thursday 21st May, 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, Edmunds, Gardiner, Knight (part), Steptoe (Chair) and Street.

In attendance: J. Watson (Parish Clerk).

## **MINUTES**

- 1. The Chair to declare the meeting open.**
  - a. Councillor M. Steptoe, as outgoing Chair, declared the meeting open.
- 2. To elect a Chair of the Barling Magna Parish Council for the 2015/2016 Term of Office.**
  - a. Proposed Councillor Ashdown, seconded Councillor Gardiner that Councillor Steptoe be elected Chair of Barling Magna Parish Council for the 2015/2015 Term of office. Carried unanimously.
- 3. The elected Chair of the Parish Council to make the Statutory Declaration of Acceptance of Office.**
  - a. Councillor Steptoe, as elected Chair of the Parish Council, signed the Statutory Declaration of Acceptance of Office.
- 4. Individual Councillors' to sign their Statutory Declarations of Acceptance of Office.**
  - a. Those Councillors present signed their Statutory Declarations of Office.
- 5. To receive apologies for absence.**
  - a. Apologies for absence were received from Councillors Cohen and Pearmain and from County and District Councillor Seagers.
- 6. 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 Edmunds declared a non-pecuniary interest in respect of Agenda Item 25 (School Fence).
  - b. Councillor Steptoe declared a non-pecuniary interest in respect of Agenda Item 21 (Planning) and Agenda Item 25 (School Fence).
- 7. To elect a Vice-Chair of the Barling Magna Parish Council for the 2015/2016 Term of Office.**
  - a. Proposed Councillor Steptoe, seconded Councillor Ashdown that

Councillor Cohen be elected Vice Chair of Barling Magna Parish Council for the 2015/2016 Term of office. Carried unanimously.

**8. To agree Committees, Sub-Committees and Working Parties of the Parish Council to be formed for the 2015/2016 Council Year.**

- a. The schedule of proposed Committees circulated prior to the meeting was considered.
- b. Proposed Councillor Steptoe, seconded Councillor Gardiner that the Committees and Committee membership be approved as per appendix 1 attached to these minutes. Carried unanimously.
- c. The Clerk would present proposed terms of Reference in respect of these Committees to the next Council Meeting.

**9. To agree representation on outside committees and bodies for the 2015/2016 Council Year.**

- a. The schedule of proposed outside committees circulated prior to the meeting was considered.
- b. Proposed Councillor Steptoe, seconded Councillor Gardiner that the Committees and Committee membership be approved as per appendix 2 attached to these minutes. Carried unanimously.

Councillor Knight joined the meeting at 7.21 pm

**10. To agree meeting dates for the 2015/2016 Council Year.**

- a. The schedule of proposed meeting dates for the 2015/2016 Council Year was considered.
- b. Proposed Councillor Gardiner, seconded Councillor Ashdown that subject to
  - i. the meeting scheduled for 25th June, 2015 being moved to 18th June, 2015,
  - ii. the meeting scheduled for 17th September, 2015 being moved to 10th September, 2015 and
  - iii. the meeting for 21st January, 2016 being moved to 14th January, 2016 the dates be approved. Carried unanimously.
- c. The Clerk would circulate the amended list to Councillors.

**11. To sign as a correct record the Minutes of the Full Council Meetings held on 16th April, 2015 and the Extra-Ordinary Council Meeting held on 30th April, 2015.**

- a. Proposed Councillor Gardiner, seconded Councillor Street that the Minutes of the Full Council Meetings held on 16th April, 2015 and the Extra-Ordinary Council Meeting held on 30th April, 2015 be signed as a correct record. 5 for, 1 abstention. Carried.

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

- a. No Parishioners were present at the meeting.

**13. To receive a report from the District and County Councillors for the area on any matters of interest.**

- a. Councillor Steptoe thanked those who voted for him in the District Elections.
- b. He reported that, when he was electioneering, he received the

following comments re Parish matters.

- i. Concern was expressed that money was spent on the Wildlife Reserve rather than on the Play Space. The suggestion had been made that Barling Parish Council work with Great Wakering Parish Council on mutual projects for providing amenities for children.
- ii. Parking outside the school was of concern.

#### **14. Statement of Accounts.**

- a. The Statement of Accounts for the Financial Year ending on 31st March, 2015 as circulated prior to the meeting was considered.
- b. Proposed Councillor Gardiner, seconded Councillor Ashdown that, subject to Audit, the Statement of Accounts be approved. Carried unanimously.

#### **15. Annual Return.**

- a. The Annual Return for the Year ending on 31st March, 2015 as circulated prior to the meeting was considered.
- b. Proposed Councillor Gardiner, seconded Councillor Ashdown that, subject to Audit, the Annual return be approved. Carried unanimously.

#### **16. Appointment of Auditors.**

- a. Proposed Councillor Gardiner, seconded Councillor Edmunds that Auditing Solutions Ltd be re-appointed as Internal Auditors to Barling Magna Parish Council for the year to 31st March, 2016. Carried unanimously.

#### **17. Insurers**

- a. The Clerk reported that the renewal premium for the Parish Council insurances for the year commencing 1st June, 2015 would be £2,305.29. This was part of a three year fixed term arrangement.
- b. Proposed Councillor Gardiner, seconded Councillor Street that the Insurance be renewed with Aviva and the premium of £2,305.29 be paid. Carried unanimously.

#### **18. Financial Matters.**

- a. The Clerk reported that there was one extra payment to be added to the payment request schedule being Cheque 200210 to Belle Vue Baptist Church in the amount of £100.00 being a donation to the work being done on the Great Wakering Food Bank.
- b. Proposed Councillor Gardiner, seconded Councillor Street that payment requests for April/May, 2015 and the final Bank Reconciliation as at 31st March, 2015 be approved. Carried unanimously.

#### **19. Councillor Allowances.**

- a. Proposed Councillor Street, seconded Councillor Gardiner that Parish Councillors may claim an annual allowance in the amount of £212.50 per annum as recommended by Rochford District Council. This would take the place of claims by Councillors for mileage other than attending meetings on behalf of the Council and sundry items such as stationery and printer cartridges. 5 for, 1 against. Carried.

#### **20. Clerk's Report.**

- a. Social Media – No progress had been made.
- b. Books in Village Hall – St Nicholas Church would be taking some books. Councillor Gardiner would dispose of what was left.
- c. Rubbish and Dog Bins – This was being arranged with Rochford District Council.
- d. Charitable Trusts – The Trustee Solicitors were working on this.
- e. Village Hall – The Surveyors had been instructed to prepare a tender specification.

## **21. Planning Matters.**

- a. The potential closure of the Barling Magna Landfill Site was considered. It was felt that the Parish Council had already made appropriate comments and the matter could now be dealt with at County level.
- b. Planning Application 15/00257/DPDP1 re “Redcroft”, Barling Road was considered. Unanimously agreed that the Parish Council did not have any comments.
- c. Planning Application 15/00243/FUL re “Fintry”, Barrow Hall Road was considered. Unanimously agreed that the Parish Council did not have any comments.

## **22. Wildlife Reserve.**

- a. Councillor Knight gave a brief verbal report on the Wildlife Reserve. The Clerk would chase up the arboriculturist.
- b. The proposal that a sign be erected in the Wildlife Reserve to be viewed from the Sea Wall was considered. It was agreed that no action be taken.

## **23. Play Area.**

- a. Proposed Councillor Steptoe, seconded Councillor Gardiner that the Clerk contact the Clerk at Great Wakering Parish Council to arrange a meeting to discuss how the two Parishes could work together to improve the amenities for children in the two Parishes.

## **24. Memorial Bench.**

- a. Proposed Councillor Knight, seconded Councillor Ashdown that the inscription on the memorial bench should read “IN MEMORY OF THOSE FROM THIS VILLAGE AND BEYOND WHO GAVE THEIR LIVES FOR US IN THE GREAT WAR 1914 – 1918” “AND IN THE MORNING, WE SHALL REMEMBER THEM”
- b. Counter proposed Councillor Street, seconded Councillor Steptoe that the wording should read “IN MEMORY OF THOSE FROM THIS VILLAGE AND BEYOND WHO GAVE THEIR LIVES FOR US IN THE GREAT WAR 1914 – 1918” “AT THE GOING DOWN OF THE SUN AND IN THE MORNING, WE SHALL REMEMBER THEM”. 4 for, 2 against. Carried

## **25. School Fence**

- a. The request from the Barling Magna Primary School that the Parish Council give financial assistance in respect of the fence at the rear of the school was considered.
- b. Proposed Councillor Street, seconded Councillor Ashdown that the parish Council donate £1,000 to the school for this purpose. 3 for, 3 abstentions. Carried.

## **26. Field to the rear of All Saints Church.**

- a. The signage that has appeared in the field to the rear of All Saints Church was considered. It was unanimously agreed that the Parish Council should take no action.

### **27. Speed Guns.**

- a. The proposal that the Parish Council participate in the Speed Gun exercise being carried out in the District was considered. The Clerk was asked to obtain details of the cost and how the scheme would work.

### **28. Vandalism.**

- a. The vandalism to the bus shelter and to cars that has been occurring in Mucking Hall Road was noted.

### **29. Repairs to Bus Shelters.**

- a. The proposal that the Parish Council approach the LHP for assistance towards the costs of refurbishing the Parish Council bus shelters was noted. The Clerk was asked to make enquiries about replacing the shelter in Mucking Hall Road with a new rustic style shelter.

### **30. Chair's Chain of Office.**

- a. Proposed Councillor Steptoe, seconded Councillor Gardiner that the Parish Council purchase a new Chair's Chain of Office to a maximum cost of £600.00. Carried unanimously.

### **31. Correspondence.**

- a. The letter dated 12th May, 2015 from Essex County Council re the Statement of Community Involvement and the letter dated 12th May, 2015 from the Local Government Boundary Commission re the Electoral review of Rochford were noted.

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

- a. Councillor Knight reported that Hawkwell Parish Council would be visiting the Wildlife reserve on 15th June.
- b. Councillor Gardiner asked for confirmation that monies raised from the Quiz night were banked in a separate deposit account. This was confirmed.
- c. Councillor Street reported that the next Community Meeting would be held on 20th June, commencing at 7.00 pm at the Great Wakering Community Association.

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

- a. 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.

### **34. Appointment of Street Light Contractor**

- a. The report from the Clerk together with the quotations received in respect of Street Light Maintenance were considered.
- b. Proposed Councillor Street, seconded Councillor Ashdown that, subject to the conditions made in the report, W & H Romac be appointed. Carried unanimously.

Meeting closed 9.10 pm.

**Date of next meeting – 18th June, 2015 – Full Council Meeting.**

Issued 12th June, 2015