

BARLING MAGNA PARISH COUNCIL

Minutes of the meeting of the Barling Magna Parish Council held on Thursday 10th December, 2015, in St Mary's Church, Little Wakering Road, Little Wakering, Essex commencing at 7.00 p.m.

Present: Councillors Ashdown, Bond, Cohen (Vice Chair), Gardiner, Pearmain, Steptoe (Chair) and Street.

In attendance: J. Watson (Parish Clerk), Simon Deacon (Wheeldon & Deacon), Bob Carter (Wheeldon & Deacon).

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 Councillors Edmunds and Knight.
- 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 a non-pecuniary interest in agenda item 18 - Planning Matters
- 4. To sign as a correct record the Minutes of the meeting held on 29th October, 2015.**
 - a. Proposed Councillor Cohen, seconded Councillor Pearmain that the Minutes of the meeting held on 29th October, 2015 be signed as a correct record.
- 5. The meeting will stand adjourned to permit Parishioners of Barling Magna to address the Council.**
 - a. Mr S. Bines asked whether the minutes of the Wildlife Reserve Committee held on 16th November, 2015 were available. The Clerk explained that he had not had time to do them but, had he been able to do so, they would have been in draft form and subject to approval by the Chair of that Committee who was in Australia at the moment.
- 6. To receive a report from the District and County Councillors for the area on any matters of interest.**
 - a. District Councillor Steptoe reported on,
 - i. The possible future legislation which could assume that Brownfield Sites have automatic planning permission.
 - ii. Rochford District Council Planning Committee which would, in future, consist of thirteen members.

- iii. The investment board set up by Rochford District Council which would be responsible for managing the District Council's assets.

7. Financial Matters.

- a. Councillors Cohen, Pearmain, Steptoe and Street declared a pecuniary interest as the payment schedules included cheques made payable to them.
- b. Proposed Councillor Gardiner, seconded Councillor Ashdown that the payment requests for November/December, 2015 be approved. 3 for, 4 abstentions. Carried.

8. Village Hall

- a. The Clerk reported that the application to CIF for a grant to refurbish the Village Hall had been refused.
- b. Victoria Marzouki from Richford District Council had offered to attend a Council meeting to discuss other avenues of funding. It was agreed that she would be invited to the January 2016 meeting.
- c. The proposal from Councillor Ashdown that the Clerk apply to the Public Works Loan Board for a loan (at a figure to be agreed under Agenda Item 24) towards the cost of refurbishing the Village Hall was considered. This proposal was seconded by Councillor Pearmain and carried unanimously.
- d. The Clerk reported that the Surveyors managing the tender process for the refurbishment of the Village Hall had recommended that some remedial work needed to be done to prevent rain coming through the roof. He had discussed this with the Chair and Vice Chair who had agreed that he use his emergency powers to approve this work. Proposed Councillor Ashdown, seconded Councillor Street that this action be approved.

9. Councillor Allowances.

- a. The proposal from 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 be as an alternative to claims by Councillors for mileage other than attending meetings on behalf of the Council, individual Councillors being required to state which alternative they choose" was considered
- b. Councillor Gardiner then made a supplementary proposal, seconded by Councillor Pearmain, that "Parish Councillors may claim an Annual Allowance in the amount of £212.50 per annum as recommended by Rochford District Council. This would be as an alternative to claims by Councillors for actual mileage incurred on Parish Council matters other than attending meetings on behalf of the Council, individual Councillors being required to state which alternative they choose and any such claims being backdated to 21st May, 2015. Mileage claims for attending meetings would require pre-authorisation by the Clerk. 4 for. 3 against. Carried.

10. Wildlife Reserve.

- a. Proposed Councillor Gardiner, seconded Councillor Pearmain and carried unanimously that Parish Council invite the "Friends of the Barling Magna Wildlife Reserve" to lock and unlock the gate to the Reserve on a rota basis and that the Clerk contact Stuart Bines to progress this matter.

- b. The proposal from Councillor Steptoe that the “Friends of the Barling Magna Wildlife Reserve” be invited to discuss the possibility of taking over the management and running of the Reserve was considered. It was agreed to defer this matter until the return of Councillor Knight.
- c. The schedule of possible Brown Tourist Sign locations as prepared by Councillors Gardiner and Pearmain was discussed. It was agreed that the Clerk and Councillor Steptoe would investigate the costs and permissions required for the installation of these signs and report back to Council in due course.
- d. Councillor Street reported that he would be meeting with Jason Burroughs to discuss the specification and cost. Councillor Street would report back to Council.
- e. Councillor Steptoe informed the meeting that he had asked for the problem of dogs not being kept on leads in the Reserve to be placed on the agenda. After some discussion it was agreed that no action be taken.
- f. The Clerk was asked to investigate the possibility of a full health and safety appraisal to be done at the reserve.

11. The Pensions Regulator.

- a. The Clerk tabled a letter received from the Pensions Regulator regarding the nomination of a contact in respect of the new laws on workplace pensions. It was agreed that the Clerk should be the contact.

12. Trees at St Mary’s Church, Little Wakering.

- a. The proposal that the Parish Council should offer financial assistance to the Parochial Church Council of St Mary’s Church, Little Wakering to pollard trees in the churchyard was considered.
- b. It was agreed that the Clerk would obtain more details and bring back to Council at a future meeting.

13. Christmas Hampers.

- a. Councillor Steptoe reported that Mrs Dobson had prepared thirty Christmas Hampers and would be distributing these with the help of Mrs Pearmain during the week before Christmas.
- b. Proposed Councillor Steptoe, seconded Councillor Gardiner that a vote of thanks be given to Mrs Dobson and Mrs Pearmain for their work in this regard. The Clerk was asked to write to both of them to thank them.

14. Christmas Lights.

- a. Councillor Bond tabled the shield that had been presented by Mr Splett for the winner of the Christmas Lights competition. The Clerk was asked to write to Mr Splett to thank him for his kind donation.
- b. Councillor Steptoe reported that he and some invited volunteers would be judging the Christmas lights in the week leading up to Christmas.
- c. Councillor Cohen offered to prepare the certificates for the prize winners.

15. Citizen of the Year

- a. The Clerk reported that the presentation for the Citizen of the Year award would be made at the Carol Concert to be held at the Castle in on 18th December, 2015.
- b. It was agreed that the winners should be presented with a bouquet of flowers to the value of £25 and that both winners should receive gift vouchers to the value of £25. Councillor Cohen offered to purchase the

flowers and gift tokens for the winners. She would also prepare the certificates.

16. Parish Plan.

- a. Councillor Ashdown reported that no further progress had been made in respect of the Parish Plan.

17. Meetings of Outside Bodies

- a. Councillors Ashdown, Cohen and Street had attended the Parish Summit. Councillor Steptoe had also attended in his capacity as a District Councillor.
- b. Councillors Ashdown and Cohen had attended the RRAVS Funding Fayre.
- c. Councillor Cohen had attended a meeting at the Essex Association of Local Councils.

18. Planning Matters.

- a. Planning Application 15/00706/FUL regarding Oak House, Barling Road, Barling Magna was considered. It was agreed that the Parish Council did not have any comments on this application.
- b. No other Planning Applications had been received.

19. Correspondence.

- a. The Clerk read out an e-mail from Lynda Edmunds thanking the parish Council for their donation towards the cost of a strimmer.

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

- a. Councillor mentioned a person who may be able to help with funding applications.
- b. Councillor Street mentioned that he was working with PC Judd in respect of the problems being encountered at the Wildlife Reserve car park.
- c. Councillor Bond requested that consideration be given at a future meeting to the erection of a Christmas tree outside the Village Hall. The Clerk was asked to put this on the agenda of a future meeting.

21. 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.

22. Village Hall.

- a. Simon Deacon and Bob Carter of Messrs Wheeldon and Deacon made a presentation re the tenders received in respect of the refurbishment to the Village Hall.
- b. After a lengthy discussion it was,
 - i. Proposed Councillor Steptoe, seconded Councillor Street that the building/roofing contracts be awarded to D. Foster Ltd/Les Robertson Roofing. 6 for, 1 abstention. Carried.
 - ii. Proposed Councillor Steptoe, seconded Councillor Pearmain and carried unanimously that the central heating contract be awarded to AJR/South East Eco Utilities Ltd.

- iii. Proposed Councillor Steptoe, seconded Councillor Ashdown and carried unanimously that the Alarm contract be awarded to MPE Alarms Ltd.
- iv. Proposed Councillor Steptoe, seconded Councillor Street and carried unanimously that Messrs Wheeldon & Deacon be appointed as Project Managers at a fee of 12.5% of the contract value.
- c. Proposed Councillor Steptoe, seconded Councillor Street that, subject to the funding being in place, the work would start at the beginning of April, 2016.
- d. Proposed Councillor Steptoe, seconded Councillor Cohen that the Clerk apply to the Public Works Loan Board for the necessary funding.
- e. It was noted that the total project would cost in the region of £70,000.

23. Fly Tipping.

- a. Councillor Steptoe reported on actions being taken by Rochford District Council to prevent fly tipping in the area. They were looking for matching funding of £2,500. After some discussion it was agreed that the parish Council were not able to help in this matter.

Meeting closed 9.45 pm

Date of next meeting – 14th January, 2016 – Full Council Meeting.

Issued 29th December, 2015.