

WHITE COLNE PARISH COUNCIL

Minutes of the Parish Council Meeting held at

The Village Hall, Bures Road, White Colne on Tuesday 17th July 2018 at 7.30 pm.

Present: Cllr Bolton (later), Cllr Paxton, Cllr Saggars, Cllr Tanous, Cllr Taylor (Chairman), Cllr Joscelin Watt

Also Present: Clerk D Williams and 4 members of the public.

66. APOLOGIES FOR ABSENCE

Cllr Bond, Essex County Council (ECC) Cllr Beavis, Braintree District Council (BDC) Cllr Siddall, BDC Cllr Spray

67. DECLARATION OF INTERESTS – None

68. CONFIRMATION OF MINUTES OF LAST MEETING – The minutes of the last parish council meeting of 15th May 2018 which had been previously circulated, were agreed as a true record and signed by the Chairman.

69. MATTERS ARISING - None

70. PARISH COUNCILLOR VACANCIES

Cllr Taylor said that BDC have advised that there had been no request for an election following the advertisement of the parish councillor vacancies, and the parish council can therefore now co-opt one new member. Cllr Joscelin Watt proposed that Mr Scott Bolton is co-opted, Cllr Saggars seconded, and all were in favour. Cllr Bolton was therefore co-opted and took his place at the table.

PUBLIC QUESTIONS AND STATEMENTS

The meeting was suspended for public questions and statements.

(i) A parishioner said that the front of the village hall is looking untidy.

(ii) A parishioner said that the bins at the bottle bank are not being emptied.

(iii) A parishioner asked if we could have a second larger black bin.

(iv) A parishioner said that the web site has been hacked, can I have a copy of previous minutes.

The meeting was resumed.

71. RESPONSE TO PUBLIC QUESTIONS AND STATEMENTS

Cllr Taylor said that the items raised will be discussed later in the meeting.

72. PLANNING MATTERS

(a) Applications

18/00740/FUL – Chalkney Lakes Log Cabin, Colchester Road-erection of 3 buildings for use as holiday lets - We object to this application. There are various inaccuracies regarding boundaries and visibility of units to residents. There would be a significant impact on residential amenities being noise and possible light pollution. The proposed properties would have a dominant position in the countryside, being on the valley floor noise carries at night. They are also in a flood area.

The following application is for information only and no response is required

18/01247/AGR – Mannings Farm, Dawes Hall Road – Application for prior notification of agricultural or forestry development – proposed agricultural building to house livestock

(b) Advice of Planning Applications approved by Braintree District Council (BDC)

18/00782/FUL – Little Whites, Bures Road – demolition of existing single storey rear extension and erection of two storey/single storey rear extension, internal alterations and detached garage/carport.

18/00434/DAC - 112 Colchester Road - Application for approval of details reserved by condition nos. 3, 4, 5, 6, 7 and 10 of approved application 16/02187/FUL

18/00667/PLD - Morelands Farm Bures Road - Application for a proposed lawful development certificate - erection of garden store/gazebo.

(c) Advice of Planning Applications refused by Braintree District Council (BDC).

18/00587/PLD - 41 Colchester Road - Application for a proposed lawful development certificate - Change of use of existing dwelling house (C3 use) and its associated plot to a residential children's home (C3 Use). There are to be no internal or external works or alterations to the building as a result of the change.

(d) A note from BDC Cllr Spray was read out regarding the planning inspector's response to the draft local plan concerning the garden communities. He has called for further supporting information concerning infrastructure.

73. CONSIDERATION OF A REPORT ON THE HEADS OF AGREEMENT FOR THE TRANSFER OF WCPC LAND TO ESSEX CC IN RETURN FOR THE TRANSFER OF THE VILLAGE HALL AND LAND TO WCPC.

Cllr Taylor said that the land at the rear of the village hall has not been sold and there is no news from ECC. There is also no news concerning the transfer of the village hall to the parish council.

74. COMMUNITY LIAISON

Cllr Paxton said that grants are available from the War Memorial Trust to repair the memorial which is in very poor repair. Ownership has to be established to apply for grants and the Parish Council has suggested to the Parochial Church Council that joint ownership is taken.

Cllr Taylor said that she has sufficient interest and support for the Parish Council to hold an outdoor market on the village green on Sunday 2nd September, and the clerk was asked to apply for a Temporary Event Notice and for the closure of Colne Park Road at the top of the green from 8am until 3pm on that day.

Cllr Taylor said that it is apparent that the web site needs attention and this will be dealt with as a matter of urgency.

75. WHITE COLNE MEADOWS

Cllr Taylor said that the Meadows orchard needs to be strimmed. A complaint has been received from a parishioner regarding this and complaints have been received of other jobs that have not been done. Cllr Taylor said that she would contact the handyman and discuss the way forward.

76. FINANCIAL MATTERS

(a)1. The clerk reported that since the last meeting, the following payments had been or are to be made from Nat West Bank account. These were authorized:-

Cheque	Payee Details	Amount £	VAT inc
1790	Alphaprint Ltd – newsletter printing – not to exceed £150	Cheque destroyed at meeting	
1791	D Williams-clerk sal June/July £952 less PAYE	£ 568.00	
1792	H M Revenue & Customs – PAYE for clerk salary July	£ 190.40	
1793	H M Revenue & Customs-PAYE for clerk salary August	£ 190.40	
1794	D Williams – cost of laptop & software fully funded by EALC grant	£ 540.97	£ 90.16
1795	White Colne Parish Council – Unity Bank account transfer	£ 2,000.00	
D/D	GoCardless Ltd – County Broadband WiFi at hall monthly charge	£ 29.00	
D/D	GoCardless Ltd – County Broadband WiFi at hall monthly charge	£ 29.00	
D/D	GoCardless Ltd – County Broadband WiFi at hall monthly charge	£ 29.00	
D/D	Scottish Power – village hall electricity	£ 29.00	
D/D	Scottish Power – village hall electricity	£ 29.00	
D/D	Scottish Power – village hall electricity	£ 29.00	
D/D	Scottish Power – village hall gas	£ 45.76	
D/D	Scottish Power – village hall gas	£ 45.76	
D/D	Scottish Power – village hall gas	£ 45.76	
D/D	Colne & Stour Society – subscription	£ 5.00	
	TOTAL NAT WEST PAYMENTS	£ 3,806.05	

(b). By electronic payments from Unity Bank account:-

Traffic Technology Ltd – tripod for SID and postal charges	£ 138.00	£ 23.00
BDJ Mapes – handyman April & May	£ 62.50	
Mortimer Contracts Ltd-4 grasscuts Green£260,,Hall£140,Meadows£256.	£ 787.20	£ 131.20
Playsafety Ltd – ROSPA reports for play areas	£ 159.60	£ 26.60
Rural Community Council of Essex – annual subscription	£ 52.80	£ 8.80
Bank service charges	£ 18.00	
	TOTAL UNITY BANK PAYMENTS	£ 1,218.10

2. Funds Received

Since the last financial report, the following funds have been received into Nat West :-

Newsletter adverts	£ 37.50
Nat West Bank – interest	£ 1.70
	TOTAL NAT WEST RECEIPTS

Into Unity Bank account from White Colne Parish Council – Nat West bank account £ 2,000.00

TOTAL UNITY BANK RECEIPTS £ 2,000.00

3. Financial statement & Bank Reconciliation

Following the above transactions

There is a credit balance on Nat West current account of	£ 7,324.65
on Nat West reserve account of	£ 10,203.39
	<u>£ 17,528.04</u>
There is a credit balance on Unity Bank account of	£ 1,281.90

Balance held in reserve – Village projects from White Colne 50 Club £ 3,165.73

Balance held in reserve - Village Hall Roofing Fund is £5,000.00

Total of allocated funds is £ 8,165.73
Thus the balance of unallocated funds is £10,644.21

NAT WEST BANK		UNITY BANK	
Bank Balances 15.05.18	£ 21,191.99	Bank Balances 15.05.18	£ 500.00
Add Receipts	£ 39.20	Add Receipts	£ 2,000.00
Sub Total	£ 21,231.19	Sub Total	£ 2,500.00
Less Total Payments	£ 3,806.05	Less Total Payments	£ 1,218.10
Bank Balances 17.07.18	<u>£ 17,425.14</u>	Bank Balances 17.07.18	<u>£ 1,281.90</u>

The Clerk reported that since the last meeting, the following payments had been or are to be made for the Village Hall:-

(a). From Nat West Village Hall Bank account

<u>Cheque</u>	<u>Payee Details</u>	<u>Amount £</u>	<u>VAT incl</u>
600	White Colne Parish Council – Unity Bank account transfer	£ 500.00	
	TOTAL NAT WEST PAYMENTS	£ 500.00	

(b) by electronic transfer from Unity Bank village hall account

S Parker – hall booking secretary – May	£ 35.00
E Ketteringham – hall cleaning – May	£ 75.00
BDJ Mapes – caretaker April & May	£ 180.00
G Allen – hall window cleaning – June	£ 14.00
S Mason – hall booking secretary – June	£ 35.00
E Ketteringham – hall cleaning – June	£ 93.75
Bank service charge	£ 18.00
TOTAL UNITY BANK PAYMENTS	£ 450.75

2. Funds Received

Since the last financial report, the following funds have been received:-

Into Nat West Village Hall Bank account

Village hall hires	£ 922.60
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TOTAL NAT WEST RECEIPTS £ 922.60

Into Unity Bank Village Hall account

From White Colne Parish Council Nat West Account	£ 500.00
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TOTAL UNITY BANK RECEIPTS £ 500.00

3. Financial statement & Bank Reconciliation

Following the above transactions there is a credit balance:-

on Nat West current account of	£ 4,605.17
on Unity Bank current account of	£ 549.25
TOTAL BANK ACCOUNT BALANCES	£ 5,154.42

NAT WEST BANK ACCOUNT

Bank Balances 15.05.18	£ 4,182.57
Add Receipts	£ 922.60
Sub Total	£ 5,105.17
Less Total Payments	£ 500.00
Bank Balance 17.07.18	<u>£ 4,605.17</u>

UNITY BANK ACCOUNT

Bank Balances 15.05.18	£ 500.00
Add Receipts	£ 500.00
Sub Total	£ 1,000.00
Less Total Payments	£ 450.75
Bank Balance 17.07.18	<u>£ 549.25</u>

(b) The clerk advised that the internal audit for the Annual Accounts for the year ended 31 March 2018 had been completed and the report dated 21st June 2018 from the internal auditor had been circulated to all members. The opinion of the report was that:-

The financial affairs of the council are generally well maintained. The Council should continue to work with the Clerk and Responsible Finance Officer to address the issues raised. The recommendations of the report were that:-

1. The risks involved in using electronic banking and the ways these have been addressed should be added to the overall council risk assessment.
2. The information required under the Transparency Code for Smaller Authorities 2014 must be posted on the Councils website.

77. VILLAGE HALL

Cllr Taylor said that complaints had been made regarding the appearance of the exterior of the hall. The picket fence has fallen down and the petanque court is being dismantled. Cllr Taylor said that she would speak with the caretaker regarding this.

The ROSPA reports for both play areas was considered, and the risks reported are low level. The handyman will be asked to attend to these items.

Members noted that the requirements of the hall insurance are that an electrical test is carried out every five years, and so the clerk was asked to obtain a quotation and report back. The numbers in the key safe are to be changed.

78. HIGHWAYS

The clerk advised that the Salt Bag Partnership with ECC was due for renewal now. Cllr Taylor said that the salt was used to fill up the parish council salt bins throughout the village, and members asked the clerk to check with the landowner who is kindly storing the present stock of salt to see whether he can store a further supply, and if so to join the Partnership.

Members expressed concern that there was no progress on the highway works to the top if the village green, and also to the bottom of the green. The clerk was asked to write to ECC Cllr Beavis advising her of this concern and ask her to advise us of progress as we are now unable to contact ECC Highways direct. Mr Mortimer has quoted £100 to replace and straighten the bollards on the village green. This was agreed. He has also quoted £80 to lift the bottom branches on the trees on the green as they are becoming a health hazard. This was declined as several parish councillors said that they would volunteer to do this themselves.

79. ALLOTMENTS

The clerk was asked to provide a laminated plan of the allotments for the allotments notice board. A complaint from a plot holder concerning the use of weed killer and slug killer was considered. This said that the use of these pesticides had affected other plots. Members agreed that a note asking plot holders to use pesticides with great care should be enclosed with the renewal invoice at the end of September.

80. PROPOSED DESIGNATION OF COLNE VALLEY AS AN AREA OF OUTSTANDING BEAUTY

Cllr Taylor referred to emails sent to and received from the local parish councils at Wakes Colne, Chappel, Earls Colne, Colne Engaine, Halstead, Halstead Rural and Great Yeldham. She proposed that the clerk be instructed to write to BDC Cllr Siddall to ask if anyone at BDC is able to take this matter further, and forward the correspondence we have to date. This was agreed.

81. LOCAL PARISHES COST SAVING PARTNERSHIP

Cllr Taylor said that positive responses had been received from all the local parish councils who had been approached regarding a cost saving partnership. Members were asked to consider suitable dates from September onwards for a meeting, and then the clerk can write to the parishes, advising them of the date of the meeting, and ask them for agenda items.

82. CORRESPONDENCE RECEIVED.

The clerk said that an email had been received from a parishioner regarding the Meadows orchard which is overgrown with weeds, grasses and thistles. Cllr Taylor said that this matter had been answered earlier in the meeting. The clerk said that an email had been received from a parishioner concerned that vehicle movement to the allotments may be restricted. He was advised that after considering how this might affect the allotment holders it was decided to monitor the situation and put a note in the Newsletter.

There being no further business the parish council meeting was closed at 9.12 pm.

Chairperson..... Date.....