

WHITE COLNE PARISH COUNCIL

Minutes of the Parish Council Meeting held at

The Village Hall, Bures Road, White Colne on Friday 25th January 2019 at 7.30 pm.

Present: Cllr Bond, Cllr Paxton, Cllr Saggars, Cllr Taylor (Chair), Cllr Watt

Also Present: Clerk D Williams, Essex County Council (ECC) Cllr Beavis, Braintree District Council (BDC) Cllr Siddall and 3 members of the public.

112. APOLOGIES FOR ABSENCE - BDC Cllr Spray.

113. DECLARATION OF INTERESTS

Cllr Saggars said that he was a neighbour of the applicant for the planning application for Toad Hall and he will not comment or vote on this item.

114. CONFIRMATION OF MINUTES OF LAST MEETING – The minutes of the last parish council meeting of 20th November 2018 which had been previously circulated, were agreed as a true record and signed by the Chair.

115. MATTERS ARISING – None

PUBLIC QUESTIONS AND STATEMENTS

(i).A parishioner asked if the obstruction on the footpath from the Church to Colne Commercial because of crop planting had been reported to ECC Highways.

(ii).A parishioner said that the pavement at the top of Colneford Hill is rutted.

116. RESPONSE TO PUBLIC QUESTIONS AND STATEMENTS

(i).Cllr Taylor said that this obstruction has been reported to ECC Highways.

(ii).Cllr Bond said that this damage has been reported to ECC Highways.

117. REPORT FROM ESSEX COUNTY COUNCILLOR

ECC Cllr Beavis said that ECC Highways advise that the damage on the pavement does not meet the criteria for repair and she will respond to them. Essex Police will attend the next Parish Cluster meeting in early April. ECC Highways have reported that that the validation is completed for the proposed works at the bottom of the village green and it is to be redesigned. ECC Highways are still investigating the proposed works at the top of the green. Cllr Taylor asked if approval had been obtained for the works on the village green once the redesign had been approved. ECC Cllr Beavis said that she would obtain clarification.

118. REPORT FROM BRAINTREE DISTRICT COUNCILLOR

BDC Cllr Siddall recirculated a report on sustainable villages prepared by the Country Land and Business Association, which says that the sustainability measures are outdated.

119. HIGHWAYS

Cllr Bond said that a response is awaited from Earls Colne Parish Council regarding the proposal to them that the two parishes apply for an average speed camera.

A detailed discussion followed regarding the proposal from ECC Highways that the parish joins a pilot programme for the devolution of a number of parish highways issues. Members expressed concern with the time involved with the administration of the scheme, and it was agreed that the clerk writes to Earls Colne Parish Council asking whether our parish council can join in with them in this pilot. The clerk was also asked to write to Essex Association of Local Councils advising that we are interested in this pilot and ask what works are specifically involved in White Colne, and the cost of these works. ECC Cllr Beavis asked for a copy of this correspondence.

Cllr Taylor said that an email had been received from a resident complaining that the gully at the bottom of Boley Road leaks water on to Colchester Road which is dangerous when the weather freezes, but ECC Highways does not consider that this warrants an urgent repair. ECC Cllr Beavis asked that the correspondence is forwarded to her.

ECC Cllr Beavis left the meeting.

120. PLANNING MATTERS

(a) Applications

18/00335 11 Colchester Road – Tree works – Members noted that the tree warden had submitted his report giving no objections, and the response agreed was – no objections subject to neighbours' views.

18/02224/FUL Morelands Farm, Bures Road – proposed porch and a two storey extension – no comment

18/02311/FUL Toad Hall, Colchester Road – retention of existing annexe building within grounds of Toad Hall and its use as part ancillary residential and part short term holiday lets. Cllr Taylor noted that Toad Hall is outside the village envelope and was originally built with a vineyard attached. The building is not an annexe but a lodge and did not have planning permission, and the road down to it will have traffic and will disadvantage the properties whose gardens are near this road. Cllr Saggars mentioned his interest declared earlier in the meeting and said that there is a hedge between the road and the properties. The agreed comments are - The parish council believes that this building does not have planning permission and that Braintree District Council Enforcement has previously prevented the use of this building as a holiday let. The building is outside the village envelope and as such does not conform to the village design statement and therefore we object to this application.

121. 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 there is nothing to report. A meeting is awaited with the prospective developer.

122.COMMUNITY LIAISON

Cllr Taylor referred to the discussions with White Colne Parochial Church Council (PCC) regarding the proposed joint ownership of the war memorial at St Andrews Churchyard in order that repairs to the war memorial can be progressed. In view of the lack of progress made the clerk was asked to write to the PCC and ask that a meeting is arranged between two members of the PCC and two members of the parish council to discuss this.

Cllr Taylor said that the footpath representative is also the litter picking champion, who had suggested that to encourage litter picking in the parish a leaflet and bag is delivered to every property in the parish. It was agreed to cover the cost of printing the leaflets.

Cllr Taylor said that donations of £100 were received at the carols on the village green, and costs of £70 were incurred.

123. WHITE COLNE MEADOWS

Cllr Bond said that the grass cut was not done last year as the grass became too wet to cut.

Cllr Taylor said that the pond needs dredging and the clerk was asked to forward to her the response from the volunteer trust to our enquiry for assistance from them.

Cllr Bond said that he will donate and fix a key safe for the village hall kitchen and Cllr Paxton said that he would put the spare key for the pavilion there.

124. FINANCIAL MATTERS

(a). 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 authorised:-

Cheque	Payee Details	Amount £	VAT incl
1802	White Colne Parish Council – Unity Bank account transfer	£10,000.00	
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	Scottish Power – village hall electricity	£ 29.00	
D/D	Scottish Power – village hall electricity	£ 29.00	
D/D	Scottish Power – village hall gas	£ 58.00	
D/D	Scottish Power – village hall gas	£ 58.00	
D/D	Anglian Water – village hall water	£ 32.83	
TOTAL NAT WEST PAYMENTS		£10,264.83	

By electronic payments from Unity Bank account:-

J Bond – travel expenses to Highways presentation Chelmsford PAID	£ 9.00	
W Paxton – expenses re keys cut for Pavilion – Meadows PAID	£ 7.98	
G Allen – hall window cleaning - December PAID	£ 14.00	
S Mason – hall booking secretary – November PAID	£ 50.00	
BDJ Mapes – hall caretaker paid to J Bond- Sept, Oct, Nov & to Dec 12 PAID	£ 330.00	
BDJ Mapes – handyman paid to J Bond- Sept PAID	£ 50.00	
E Ketteringham – hall cleaning – November	£ 93.75	
Unity Bank service charge PAID	£ 18.00	
S Mason – hall booking secretary – December	£ 96.79	
E Ketteringham – hall cleaning – December	£ 86.25	
D Williams-clerk sal Dec/Jan £952 less PAYE	£ 568.00	
H M Revenue & Customs – PAYE for clerk salary January	£ 190.40	
H M Revenue & Customs – PAYE for clerk salary February	£ 190.40	
G Allen – hall window cleaning - January	£ 14.00	
CRP Carpentry – paint for village hall works	£ 112.50	£ 18.75
PPLPRS For Music – license for village hall – to pay when invoice received	£ 117.60	
TOTAL UNITY BANK PAYMENTS		£ 1,948.67

Funds Received Since the last report, the following funds have been or will be received into Nat West :-

Nat West Bank – interest	£ 2.02
Allotment rentals	£ 100.00
TOTAL NAT WEST RECEIPTS	
Into Unity Bank White Colne Parish Council – Village Hall account	£ 5,000.00
Remembrance event donations	£ 77.45
TOTAL UNITY BANK RECEIPTS	
£ 5,077.45	

(b)Financial statement & Bank Reconciliation

Following the above transactions- There is a credit balance on Nat West current a/c of £ 1,308.94
 There is a credit balance on Unity Bank account of £15,235.25
TOTAL BANK BALANCES £16,544.19

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 £ 8,378.46

NAT WEST BANK		UNITY BANK	
Bank Balances 20.11.18	£ 11,471.75	Bank Balances 20.11.18	£ 12,106.47
Add Receipts	£ 102.02	Add Receipts	£ 5,077.45
Sub Total	£ 11,573.77	Sub Total	£ 17,183.92
Less Total Payments	£ 10,264.83	Less Total Payments	£ 1,948.67
Bank Balances 25.01.19	£ 1,308.94	Bank Balances 25.01.19	£ 15,235.25

(c) The Clerk reported that since the last meeting, the following payments had been or are to be made from Village Hall accounts:-

From Nat West Bank account

<u>Cheque</u>	<u>Payee Details</u>	<u>Amount £</u>	<u>VAT incl</u>
603	White Colne Parish Council current account Unity Bank account transfer	£ 800.00	
	TOTAL NAT WEST PAYMENTS	£ 800.00	

2. Funds Received

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

Into Nat West Bank account

Village hall hires £ 875.00

TOTAL NAT WEST RECEIPTS £ 875.00

3. Financial statement & Bank Reconciliation

Following the above transactions there is a credit balance:-

	on Nat West current account of	£ 85.17
	VILLAGE HALL UNITY BANK ACCOUNT CLOSED	£ NIL
	TOTAL BANK ACCOUNT BALANCES	£ 85.17

NAT WEST BANK ACCOUNT

Bank Balances 20.11.18	£ 10.17
Add Receipts	£ 875.00
Sub Total	£ 885.17
Less Total Payments	£ 800.00
Bank Balance 25.01.19	£ 85.17

(d) The clerk suggested that the Nat West village hall account is closed when appropriate so that only two bank accounts remain, the main account with Unity Bank, and a small account at Nat West. This was agreed.

(e) The clerk's annual salary was reviewed, and it was agreed to increase the salary by 2% in line with the national award, so that the new figure is £5,836.

(f) The budget for the financial year from 1 April 2019 to 31 March 2020 was discussed and draft figures were considered in detail. These now include village hall income and expenditure. Income figures agreed included £250 for allotment rentals, nil for newsletter adverts and £6,400 for village hall hires. The parish support grant is reduced from £595 to £111. Total income excluding the precept is estimated at £7,818. Total expenditure is estimated at £20,970 and included Meadows maintenance of £1,000, grass cutting of £1,500 and village hall costs of £6,850.

Cllr Taylor proposed that the precept is increased to £11,339 which is an increase of £457. This is an increase of 5% in the council tax for each band D property charge from £52.52 to £55.14. Members agreed the precept of £11,339 and the budget unanimously.

(g) Members agreed the increase of £1 per cut to the grass cutting prices requested by the contractor for 2019.

125. VILLAGE HALL

It was agreed to review the rental charges to hire the hall at the next meeting.

Cllr Bond presented proposals to upgrade the exterior of the village hall, and it was agreed to progress these proposals and to submit to ECC to see if there is funding available.

Members agreed to a cost of £600 to supply and fit 2 outside lights to the village hall to provide lighting to the area previously lit by the now defunct solar light. These costs would be met from the allocated monies from the 50 Club.

126. ALLOTMENTS

The clerk advised that there are 4 annual rentals still due to be paid, and all plots are now taken.

127. OTHER MATTERS

Cllr Taylor said that a neighbourhood watch co-ordinator was required for the parish, and she will insert an advertisement in Next Door.

There being no further business the parish council meeting was closed at 9.47 pm.

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