

WHITE COLNE PARISH COUNCIL

Minutes of the Parish Council Meeting held at White Colne Village Hall
on Tuesday 17th January 2023 at 7.30pm

Present: Cllr Batchford, Cllr Bond, Cllr Taylor (Chairman), Cllr Wada, Cllr Watt. Also present: Clerk P Palfreyman, Essex County Council (ECC) Cllr Siddall, Cllr Spray (BDC) and 2 members of the public

485.APOLOGIES FOR ABSENCE – Cllr Courtauld

486.DECLARATION OF INTERESTS BY MEMBERS ON ITEMS SHOWN ON THIS AGENDA. – Cllrs Taylor & Batchford declared an interest in planning application 202323/00055/COUPA and 22/03388/HH respectively.

487.CONFIRMATION OF MINUTES OF LAST MEETING AND MATTERS ARISING

The minutes of the last parish council meeting on 15 November 2022 and 8 December 2022, which had previously been circulated, were agreed as a true record. There were no matters arising.

488.TO RECEIVE REPORTS FROM ESSEX COUNTY COUNCILLOR AND BRAINTREE DISTRICT COUNCILLORS

Cllr Siddall – the pothole repair outside 53 Colchester Rd has been submitted and the pothole on Colneford Hill has been repaired. All schemes are on the LHP list but no further information at this stage. After the pothole scheme, pavements might become a new scheme. Pavement repairs and Highways issues can be carried out by Parishes if they can afford it. The Colneford Hill light has not been repaired yet but may be on the list for replacement for a new LED light. Budget issues are still ongoing and there are no longer Highways Rangers, because of budget cuts. This is not funded as it is not a statutory requirement. The public consultation for Boley Rd becoming a Quiet Lane was not held locally so not well attended. The water flowing down Bures Rd to the junction is still an issue as it freezes, cars and bikes skid and it causes accidents. Last year Highways said they would monitor the ditch to help alleviate this.

Cllr Spray – a recent enforcement appeal hearing took a whole day, for homes that were built higher than they should have been. The enforcement team have

been working hard with the builder and occupiers. At the recent full council meeting Cllr Spray proposed an amendment to a motion submitted by the Green Party about the 5-year land supply and developers not getting on with their builds. The amendment was approved. The next budget meeting is on 20 February 2023 in which the budget gap will be discussed. Options for closing the gap are using reserves or raising charges such as council tax, parking and green bin charges.

489.PUBLIC QUESTIONS AND STATEMENTS – the build up of fallen leaves on Colneford Hill and Colchester Road is difficult and dangerous to walk around. A litter pick was also requested, and the Council agreed to delivering a litter bag to every household.

490.PLANNING MATTERS

(a)Applications

22/03388/HH Fox And Pheasant Cottage 120 Colchester Road White Colne Essex CO6 2PP Single storey rear extension. Expiry date: 18 January

202323/00055/COUPA Application to determine if prior approval is required for a proposed: Change of use from Commercial, Business and Service (Use Class E) to 1No. Dwellinghouses (Use Class C3). 1 - 2 Fox and Pheasant Farm Colchester Road White Colne Essex CO6 2PS - Objections The development will remove two sustainable workplaces from the rural workplace; will impact on the curtilage of the adjacent listed building changing the character of the site and potentially impact on the nearby structure due to necessary groundwork's required to bring the building to habitable standards. The Village Design statement includes this area as a rural employment asset. The views of the neighbours are also taken into consideration.

491. COMMUNITY LIASON

(a) To consider festivities for King Charles III coronation – the plan is to have a party in the village hall, with live music, food and a licenced bar. Tickets will be issued to regulate the numbers but will be free.

(b)To receive a report about the Community Energy Scheme – the geospatial survey has been completed and is of an investible scale. For example, on the Village Hall £11000 solar panels would generate 7000 kw per year. As the village hall does not use this, the surplus would feed into the tariff. Churches Farm has a huge capacity at 205 000kw per year if all the space is used, which would also feed into the tariff. A meeting in 2 weeks' time will be held with ECC and ESCO

and there will be a public meeting at Wakes Colne village hall on March 22 at 7pm. There are currently thirty schemes in various stages.

(c) To receive a report about the 20's Plenty For Us campaign – the scheme is going ahead and the Council agreed to purchase 230 stickers to put on each side of the green bins and a banner, making a donation of £300 to the scheme. The clerk will apply for a Councillors grant of £300 to Cllr Siddall for this.

(d) To receive a report about the Three Colne's magazine – the local vicar has suggested combining the existing magazines in to one magazine to cover Earls Colne, White Colne and Wakes Colne. The Council agreed to consider a donation once costs and further information is known.

(e) To review and update the Emergency Plan – Cllr Batchford agreed to become the Emergency Coordinator. Some updates were agreed and made to the plan. The Council asked if the current format of the plan was still fit for purpose. The clerk will discuss with BDC.

(f) To agree the cost of 2 new defibrillator pads and the ChargePak at a cost of £140 + vat – following discussion it was agreed to purchase 2 new pads and the ChargePak costing £140.00 + vat.

492. WHITE COLNE MEADOWS

(a) To discuss and agree updates to the Open Spaces Action Plan – updates including purchasing the village hall and the land behind it, were added to the plan and the clerk will submit the revised document to BDC.

493. FINANCIAL MATTERS

(a) Payment of accounts since the last meeting – the payments listed were approved.

(b) Financial statement – the financial statement was agreed.

(c) To review the budget to date – noted and agreed.

(d) To confirm the precept and budget for 2023/24 – the precept was agreed to stay the same as the previous 2 years at £12243. Band D element is £56.71 which is an increase of 0.05% from last year.

WHITE COLNE PARISH COUNCIL

FINANCIAL MATTERS 12 January 2023

1. PAYMENTS

The Clerk advised that since the last report, the following payments have been made:

UNITY TRUST ACCOUNT

| METHOD | PAYEE | £ |
|--|--|---------------|
| DD | Everflow water - 15.11.22 | 169.91 |
| DD | Scottish Power - Village Hall electricity 28.11.22 | 1.00 |
| DD | Scottish Power - Village Hall gas - 28.11.22 | 50.30 |
| DD | Go Cardless - County Broadband - 12.12.22 | 29.00 |
| DD | Scottish Power - Village Hall electricity - 28.11.22 | 1.00 |
| DD | Scottish Power - Village Hall gas - 28.11.22 | 50.30 |
| TOTAL UNITY TRUST DIRECT DEBITS | | 301.51 |

UNITY TRUST BANK ACCOUNT (ELECTRONIC PAYMENTS MADE)

| | | | VAT |
|--|---|----------------|-------|
| 28.11.22 | Jane Taylor - seeds, café costs & TEN (PAID) | 195.33 | 16.00 |
| 28.11.22 | S Adlem - café costs (PAID) | 6.41 | |
| 28.11.22 | ECMC SCC - VH hire deposit refund (PAID) | 50.00 | |
| 28.11.22 | J M Watt -handyman (PAID) | 196.80 | |
| 28.11.22 | L M Brown - autumn day costs (PAID) | 13.13 | |
| 30.11.22 | P Palfreyman - November wages and back pay (PAID) | 835.47 | |
| 08.12.22 | J Taylor -café costs (PAID) | 58.44 | |
| 08.12.22 | Jade Lock -VH cleaner (PAID) | 208.00 | |
| 08.12.22 | AMP Electrical - Christmas lights (PAID) | 474.00 | 79.00 |
| 08.12.22 | Eleanor Girt-Izod - VH hire deposit refund (PAID) | 50.00 | |
| 08.12.22 | C O Keefe-Clark - VH hire deposit refund (PAID) | 50.00 | |
| 21.12.22 | Page Computers - Microsoft subscription (PAID) | 60.00 | 10.00 |
| 21.12.22 | J Taylor - café costs and xmas decorations (PAID) | 81.34 | |
| 21.12.22 | HMRC Cumbernauld -clerks tax & nic (PAID) | 72.69 | |
| 21.12.22 | Jade Lock - VH cleaner (PAID) | 247.00 | |
| 23.12.22 | Kelly Lawrence - VH hire deposit refund (PAID) | 50.00 | |
| 30.12.22 | P Palfreyman - December wages (PAID) | 530.81 | |
| 31.12.22 | Unity Trust Bank - service charge (PAID) | 18.00 | |
| 05.01.23 | Jane Taylor -leaflet printing (PAID) | 29.79 | |
| 05.01.23 | Nisbets - Community hub items (PAID) | 137.96 | 22.99 |
| 05.01.23 | C M Upward - VH hire deposit refund (PAID) | 50.00 | |
| TOTAL UNITY TRUST ELECTRONIC PAYMENTS | | 3415.17 | |

TOTAL DIRECT DEBITS AND PAYMENTS FROM UNITY TRUST **3716.68**

2.FUNDS RECEIVED

Since the last report, the following funds have been received in to:

UNITY BANK

| | | |
|----------------------------------|-----------------------|-----------------|
| 15.11.22 | C K Okeefe-Clarke | 45.00 |
| 22.11.22 | K Martin | 60.00 |
| 22.11.22 | E Girt-Izod | 117.50 |
| 28.11.22 | C K Rai | 102.50 |
| 30.11.22 | Sum Up | 55.83 |
| 01.12.22 | HMRC VAT refund | 7013.28 |
| 02.12.22 | C Upward | 117.00 |
| 06.12.22 | Sum Up | 145.86 |
| 08.12.22 | PayPal | 48.25 |
| 08.12.22 | J OConnell | 72.00 |
| 08.12.22 | A P Davey | 92.00 |
| 09.12.22 | P Cain | 16.25 |
| 09.12.22 | Early Learning Centre | 180.00 |
| 12.12.22 | Sum Up | 89.21 |
| 13.12.22 | Essex Association | 1000.00 |
| 14.12.22 | Postu Pilates | 180.00 |
| 19.12.22 | The Well & | 80.00 |
| 19.12.22 | C Upward | 94.50 |
| 20.12.22 | Sum Up | 61.40 |
| 23.12.22 | Sum Up | 22.60 |
| 23.12.22 | R Robinson | 93.75 |
| 28.12.22 | M Smith | 16.25 |
| 29.12.22 | East Anglian Centre | 110.00 |
| 03.01.23 | R Tibbert | 80.00 |
| 03.01.23 | K Leatherbarrow | 110.00 |
| 05.01.23 | J OConnell | 13.50 |
| 05.01.23 | J OConnell | 36.00 |
| 06.01.23 | Early Learning Centre | 22.00 |
| 09.01.23 | M Adlem | 160.00 |
| 09.01.23 | PayPal | 140.49 |
| 10.01.23 | C Masters | 50.00 |
| 10.01.23 | Postu Pilates | 72.00 |
| 10.01.23 | AEF Snoep | 110.00 |
| 10.01.23 | S D Buxton | 130.00 |
| TOTAL UNITY BANK RECEIPTS | | 10737.17 |

3. FINANCIAL STATEMENTS AND BANK RECONCILIATION

Following the above transactions, the credit balances on the bank accounts are:

| | | |
|--|----------------------------|-----------------|
| UNITY TRUST as at 11 January 2023 | | 40874.33 |
| | TOTAL BANK BALANCES | 40874.33 |

Balance held in reserve

| | | |
|--|--------------------------|----------|
| Village projects from White Colne 50 Club | | 1260.73 |
| Village Hall reserves (£11000 prev VH roof fund) | | 14000.00 |
| Allotments | | 32.00 |
| | Balance of alloc fund | 15292.73 |
| | Balance of unalloc funds | 25581.60 |

UNITY TRUST BANK RECONCILIATION

| | |
|-----------------------------------|-----------------|
| Balance at 10 November 2022 | 33853.84 |
| Add Receipts | 10737.17 |
| | 44591.01 |
| Less Total Payments made | 3716.68 |
| Balance at 11 January 2023 | 40874.33 |

494.VILLAGE HALL

(a)To review the play equipment quotes – the clerk obtained 2 other quotes which were very expensive and another that didn't respond. The Council agreed to accept the quote from Mortimer Contracts for £790 + vat.

(b)To receive a report about the Warm Hub and grants and the Station Masters café – The Council thanked Cllrs Spray and Courtauld for the grants to help with costs for the Community Hub. The 2nd time the hub opened from 8.30am to 4.30p, there were 26 visitors ranging from a new resident to some working most of the day, and some calling in for tea and cake or lunch. Soup was also delivered to a resident that cannot get out of the house and it is hoped to be able to extend this to others. There are twelve volunteers.

c) To discuss the response for the Freedom of Information request send to ECC and consider next actions – The question was - "Since 2004 what is the total time and cost committed by ECC officers, plus the total expenditure on agents fees and legal services preparing for, promoting and administering the sale of the land to the rear of White Colne Village Hall....." – Answer: Our consultants have identified £3,420 of time-charge to this particular issue. This is only for the six years that records are required to be retained. Following discussion, the Council were surprised by the response from ECC stating that the amount spent to date was quite low. The Council agreed to ask ECC for the asset register value and the reserve price at the last auction.

495.ALLOTMENTS

(a)To discuss the Council becoming members of the National Allotment Society, at an initial cost of £50.25 + vat and £55 + vat per year thereafter – following discussion the Council agreed to become members of the NAS.

496. ENVIRONMENT

(a)To review the grass cutting contracts – defer to next meeting.

(b)To review the tree survey works quotes – the Council requested more quotes for the tree work are sought

(c)To discuss the response from BDC about sustainable new building in Braintree District – following discussion the Council agreed that Cllr Brown would draft a Letter to Michael Gove, Secretary of State.

497.WEBSITE AND EMAIL ADDRESSES

(a) To discuss and agree the contents and layout of the new website – the clerk advised that the new website was in progress and asked the Council to comment on the content.

(b) To discuss the use of dedicated council email addresses and the security of personal devices – following discussion, the Council agreed to have gov.uk email addresses. The clerk will arrange for this.

498.POLICIES

(a) To adopt a Habitual and Vexatious Complaints policy – agreed and adopted.

499.CORRESPONDENCE RECEIVED - planning application 23/00049/HH was submitted after the agenda was prepared. The Council will not be commenting on this plan.

Cllr Brown is looking at an accreditation scheme for the village, whereby households are awarded a point for each environmental action they take and once all actions are completed, will receive a small plaque.

Cllr Taylor will apply for a grant for the village hall boiler.

Earls Colne Village Hall use a small business that run their bar, offering the parish council 10% of takings, once they are in profit. This would save time and organisations and could be offered to hall hirers as well.

500.TO CONSIDER ANY MATTERS RECEIVED SINCE THE PREPARATION OF THE AGENDA WHICH THE CHAIRMAN CONSIDERS URGENT - none

501.DATE OF NEXT MEETING - Tuesday 14th March 2023 @7.30pm. Note: *this is one week earlier than the usual meetings*

There being no further business the parish council meeting closed at 9.50pm