

WORMINGFORD PARISH COUNCIL

MINUTES OF THE MEETING HELD ON THURSDAY 16TH APRIL 2015

IN WORMINGFORD VILLAGE HALL, AT 7.00 P.M.

In the Chair: Cllr. Collins
Present: Cllrs Bentley, Boyce, Evans, Grimsey
Clerk: Mrs. H. Cook
Also Present Cllr Nigel Chapman and five member of the public

15/064: Chairman's Welcome, Apologies for Absence

Cllr Collins welcomed everybody to the meeting. Cllr Huggett & Hearne sent their apologies due to work commitments. Mr Jones also sent his apologies.

15/065: Declaration of Interests

To receive any "Disclosable pecuniary interests, other pecuniary interests or non-pecuniary interests" relating to items on the agenda.

No declarations were made.

15/066: Public Participation Session with Respect to Items on the Agenda and other matters that are of mutual Interest

A member of the public asked the Council why the precept had increased. Cllr Collins explained that the increase was due to the previous Clerk retiring, who had been an unpaid volunteer. In order for the Council to continue they needed to employ a Clerk and with this provide a salary, pension and pay expenses. The grant from Colchester Borough Council had also decreased.

A member of the public asked the Council if they could include a list of the items in the circulation folder and also a list of cheques to be approved. Cllr Collins asked the Clerk to provide this from the May meeting.

15/067: Ward & County Councillors to Address the Members if Present

Cllr Chapman confirmed that he would speak at the Annual Parish Assembly Meeting.

15/068: Confirmation of Minutes – Meeting Held on 19th March 2015

Draft minutes of the meeting held on Thursday 19th March 2015 had been circulated prior to the meeting. All agreed that these were a true record of the meeting

15/030: RESOLVED that the minutes of the meeting held on Thursday 19th March 2015 were a true record of the meeting and were signed by Chairman.

15/069: Worm & Rec Trust

Mr Brian Jones had sent his apologies.

Cllr Grimsey gave a report on the need for the Village Hall to increase their hire charges. The Parish Council from 1st July 2015 will be charged £150 per year, rather than the current £120. The new hire charges will be on the next agenda of the Rec Trust meeting 19th May, followed by a management meeting at which the charges

will be ratified. Letters will be sent to all hirers and associations and will be printed in The Worm in the June issue ready for the 1st July 2015.

Cllr Grimsey confirmed that a new Hoover had been purchased and that the basketball hoop being moved was being discussed.

Cllr Bentley raised the issue of overspend with regard to the Worm Magazine for 2014/15. It was agreed that Mr Jones was aware of this issue and would bring a proposal to the May meeting.

15/070: Planning Applications

- 1) **Planning Application: 150559.** Greytiles, Main Road, Wormingford, Colchester, CO6 3AX. Single storey extension to existing family dayroom/kitchen with roof balcony over, removal of existing flat roof and provision of new single storey pitched roof over part family dayroom/kitchen, first floor extension to form en-suite and render existing brickwork elevations to match north-east elevation approved under 121257.

Cllrs discussed this application and also the objection which had been received by the neighbour. While the Council was not opposed to the Planning Application it would like to encourage the Applicant to speak to their neighbour in order to reach a compromise. They would therefore at this stage object, but would be happy to look at the application again at the next meeting, if communication had taken place.

15/031: RESOLVED that the Clerk send the decision of object and comments asking the Applicant to reach a compromise with their neighbour to Colchester Borough Council, Planning Department.

15/071: Public Facilities

Bus Shelters – Cllr Collins confirmed that the bus Shelter at Chappel Corner had been fitted. He confirmed that no cost had been incurred by the Parish Council as Essex County Council had paid out of a special budget they have set aside purely for helping communities with such items. The old bus shelter from Chappel Corner had been dismantled by the Recreation Trust and would be reused if possible.

He gave a brief summary to the history behind the proposed bus shelter at Church Road. It was agreed that the Chairman/Clerk would contact the landowner to see if there has been a breakdown in communication and to explore options to resolve this issue

15/072: Grants 2015/16

Cllr Collins had spoken to the Post Office who would not reveal how much the service was used. The Council discussed withdrawing the grant and the possible impact that this would have, if the Post Office then withdrew its service due to the increase in rent. It was agreed to draft a consultation in the Worm to seek advice from residents on the need in the Village and bring the item back for the May/June meeting.

15/073: Membership Renewals

15/032: RESOLVED that the Membership for Colchester Association of Local Councils be renewed for 2015/16.

15/074: Financial Matters 2014/15

- 1) **Financial Statement. (Items to be approved for payment and signed as per payment schedule).**

The four invoices including the Clerks' Salary were passed around for all Councillors to have a look at and agree.

15/033: RESOLVED that after further consideration, the four cheques detailed on the payment schedule be authorised for payment.

2) Final Budget Statement for 2014/15.

The Clerk had sent round details prior to the meeting. No questions were raised.

3) Final Accounts 2014/15.

15/034: RESOLVED that the Chairman and Clerk sign the final accounts 2014/15 so that they can be submitted to the Internal Auditor.

4) VAT Claim 2014/15

15/035: RESOLVED that the Clerk submit the VAT Claim for 2014/15.

15/075: Financial Matters 2015/16

1) Financial Statement. (Items to be approved for payment and signed as per payment schedule).

The two invoices were passed around for all Councillors to have a look at and agree.

15/036: RESOLVED that after further consideration, the two cheques detailed on the payment schedule be authorised for payment.

2) Monthly Budget Information.

The Clerk had sent round details prior to the meeting. No questions were raised.

15/076: Chairman & Clerk's report

Cllr Collins asked Cllrs to make sure that his email address was recognised as he had received numerous bounce backs.

15/077: Correspondence

The Clerk had circulated correspondence via email throughout the month and the correspondence file will be passed round.

The Clerk asked Cllrs to look at in particular the Transparency Code. The Clerk confirmed that they were already complying with the request for Agendas and Minutes to be on the website. The Parish Council Accounts would follow upon completion of the Internal Audit.

15/078: Items of Consideration for Future Agendas

Standing Orders
Post Office Grant
Parish Plan
Bus Shelters

15/079: In accordance with section 1 (2) of the Public Bodies (Admissions to Meetings) Act 1960 the Parish Council may exclude the Public from a meeting whenever publicity would be prejudicial to the Public Interest by reason of the confidential nature of the business, and where such a resolution is passed, this Act shall not require the meeting to be open to the Public during proceedings to which the resolution applies.

15/037: RESOLVED to close the meeting to the Public during the consideration of Agenda item 15/080.

Meeting closed at 7.50pm

15/080: Human Resources & Personnel

CLRs discussed the additional hours that the Clerk had completed since starting the role in November. It was agreed that the new Council in May would have to address this issue and formulate a plan to reduce these.

The Clerk asked the Council to consider moving the monthly meetings to the 2nd Thursday of the month due to helping with Administration of the Council.

15/038: RESOLVED that the Parish Council monthly meetings be moved to the 2nd Thursday of the month.

CLRs discussed the possibility of losing two bank signatories after the May Election, the Clerk was asked to add this to the Extraordinary meeting for discussion and action.

Meeting opened.

CLr Collins thanked everyone for attending and the meeting closed at 8.00pm. The date of the next meeting is Tuesday 28th April 2015 at 8.15pm (Please note this will be an extraordinary meeting.)

Signed:.....

Chairperson of the Parish Council

Date: 14th May 2015