

WORMINGFORD PARISH COUNCIL

MINUTES OF THE MEETING HELD ON THURSDAY 10TH SEPTEMBER 2015

IN WORMINGFORD VILLAGE HALL, AT 7.00 P.M.

In the Chair: Cllr. Bentley
Present: Cllrs Boyce, Evans, Pullam
Clerk: Mrs. H. Cook
Also Present Four members of the public

15/152: Chairman's Welcome, Apologies for Absence

Cllr Bentley welcomed everybody to the meeting. Cllr Hearne had sent his apologies due to work commitments and Cllr Grimsey had sent her apologies due to family commitments. Cllr Chapman and Brian Jones had also sent their apologies.

15/153: Declaration of Interests

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

Cllr Pullam declared a pecuniary interest to 15/164 due to owning a premises that needs to apply to CBC for a license to operate.

15/154: Public Participation Session with Respect to Items on the Agenda and other matters that are of mutual Interest.

A member of the Public spoke about the results of the Best Kept Village completion. He asked if the Council would be willing to apply directly next year. It was agreed to discuss this prior to the application needing to be submitted in April.

A member of the Public raised concern regarding vulnerable pieces of land within the village, due to recent events in neighbouring parishes. Cllr Pullam agreed to contact Greene King about preventative measures.

A member of the Public who couldn't attend the meeting asked for his email to be considered regarding the revised plans submitted for 151346. Cllrs confirmed that they had reviewed the changes and this did not change the previous decision by the Council to object. Cllrs asked that the Clerk confirm this to CBC.

15/155: Parish Councillor Vacancy

Cllr Bentley confirmed that the Council were now able to co-opt as no election had been called. CBC had confirmed that Elections would not take place next year due to the Boundary Commission review and therefore the next Parish Council Election would be in 2019.

The vacancy would be advertised on the notice board, website and in the Worm magazine if time allowed. Candidates should contact the Clerk for further details and a decision on candidates would take place at the October meeting. The deadline for applications will be the 5th October.

15/156: Ward & County Councillors to Address the Members if Present

Cllr Chapman & Brown were not present.

15/157: Confirmation of Minutes – Meeting Held on 9th July 2015

Draft minutes of the meeting held on Thursday 9th July 2015 had been circulated prior to the meeting. All agreed that these were a true record of the meeting, Cllr Pullam was not present at this meeting so abstained.
15/055: RESOLVED that the minutes of the meeting held on Thursday 9th July were a true record of the meeting and were signed by Chairman.

15/158: Planning Application

It was noted that a new Planning Application had been received after the agenda was set. The Clerk confirmed that CBC had granted an extension of time in order to consider this application at the October meeting.

15/159: Worm & Rec Trust

Mr Brian Jones was not present at the meeting. He had sent an email confirming a request for a bin at the play area and also confirmed that he was still seeking insurance quotes for the Worm Magazine to become independent.
 No report had been received from the Rec Trust regarding the play equipment. The Clerk agreed to chase this for the next meeting.

15/160: Relationship between Parish Council and Rec Trust

Cllr Bentley confirmed that this matter had not progressed and should be brought back to the October agenda.

15/161: Public Facilities

- 1) Bus Shelter – The Clerk had contacted ECC reminding them of our request for a bus shelter. The LHP Panel would be meeting at the end of the month. The Clerk agreed to chase ECC prior to the next meeting.
- 2) Broadband – Cllr Boyce had signed up to be the Champion for Superfast Essex updates. One cabinet had been installed.

15/162: Financial Matters

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

	Cheque Number	£ p
H Cook (August Salary)	101138	256.29
H Cook (July & August Expenses)	101139	12.69
Essex Pension Fund (August)	101140	60.27
Colchester Borough Council (Contested Election)	101141	323.77
Wormingford Recreation Trust (Village Hall Rent 6mths)	101142	75.00
Design Sweet (Parish Plan-leaflet)	101143	14.58
Design Sweet (Worm August)	101144	130.48
Desing Sweet (Worm September)	101145	111.16
PKF Littlejohn LLP (Audit)	101146	120.00
	Total	1,104.24
Less VAT Content		22.43

Total Excluding VAT

1,081.81

The nine invoices including the Clerks' Salary were passed around for all Councillors to have a look at and agree. As Cllr Grimsey was not present at the meeting, the Clerk would obtain her signature after the meeting.

15/056: RESOLVED that after further consideration, the nine 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 asked.

3) Bank Accounts

The Clerk explained the NS & I account was now closed.

4) Review Asset Register as per External Audit Report.

The Clerk confirmed that the Asset Register would be reviewed and brought back to the October meeting.

5) External Audit Report.

The Clerk read out the report and confirmed that the notice of conclusion would be on the noticeboard for the required 14 days:

"Except for the matters reported below, on the basis of our review of the annual return, in our opinion the information in the annual return is in accordance with proper practices and no matters, have come to our attention giving cause for concern that relevant legislation and regulatory requirements have not been met.

Section 1 Box 9: Information received from the Council indicates that the assets have been revalued to current insurance value. Please note that proper practice, as specified in the Practitioners' Guide, only requires that assets are recorded at their original cost and no adjustment is required until disposal. Where original cost is not known a proxy such as insurance value may be used but this value should remain constant throughout the period of ownership and not be revised to reflect current values."

15/163: Neighbourhood Plan

Cllr Bentley updated the council on the response from the village survey. 19 returned forms, 8 firm offers of help and 2 maybe's. The Council discussed the disappointing number of responses for a 2 questioned survey and questioned the difficulties in taking the project forward. The Council agreed to attempt to arrange a meeting with RCCE to enable the people who had offered their help the chance to find out more, including what was involved before committing themselves further.

15/057: RESOLVED that the Clerk contact those who offered to help to find out their willingness to take the project further and have a meeting with RCCE. If this was positive to start arrangements for a RCCE meeting preferably in November.

15/164: Consultation of CBC Licensing Policy

15/058: RESOLVED that the Clerk inform CBC that Wormingford Parish Council have no comment to make on this document.

15/165: Report from Essex Rural Strategy Consultation Event

Cllr Pullam reported to the Council on this event. Issues that were discussed were better use of public facilities, call for development sites, and more power to Parish Councils. Cllr Pullam concluded that it has been a useful discussion forum and well worth attending.

15/166: Social Media Policy

15/059: RESOLVED that the circulated Social Media Policy be adopted and signed by the Chairman.

15/167: Local Ward Grant

The Clerk informed the Council that Cllr Nigel Chapman had £325 for the use in Wormingford. It had already been agreed that Wormingford in Bloom would be allocated £50 worth in bulbs. The Rec Trust had requested a bin for the play area, they would be responsible for emptying it. Cllrs discussed using the remainder on facilitating the Neighbourhood Plan project.

15/060: RESOLVED that the Clerk write to Cllr Nigel Chapman requesting the Local Ward Grant for a new bin and money towards the Neighbourhood Plan project.

15/168: Chairman & Clerk's report

- ❖ Update on the Gliding Club Planning Application, discussions were continuing with the Agent, Environment Protection and the Planning Department before it would be taken to the Planning Committee for decision.
- ❖ Fairfield's Farm Biogas application had been approved.
- ❖ A follow up meeting with Colchester Skip Hire would be taking place – Cllr Pullam agreed to try to attend.

15/169: Correspondence

The Clerk had circulated correspondence via email throughout the month. No comments were made.

15/170: Items of Consideration for Future Agendas

Parish Councillor Vacancy.
Worm
Neighbourhood Plan
Play Area
Rec Trust/Parish Council
Risk Assessment

15/171: 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.

15/061: RESOLVED to close the meeting to the Public during the consideration of Agenda item 15/172.

Meeting closed at 8.20pm

15/172: Human Resources & Personnel

Cllrs discussed a date for discussing the Budget prior to the November meeting. It was agreed that this would be held on the 16th October at midday at the Public House.

Cllr Bentley thanked everyone for attending and the meeting closed at 8.25pm.

The date of the next meeting would be Thursday 8th October 2015.

Signed:.....

Chairperson of the Parish Council

Date: 8th October 2015