

WORMINGFORD PARISH COUNCIL

MINUTES OF THE ANNUAL MEETING HELD ON THURSDAY 9TH JUNE 2016

IN WORMINGFORD VILLAGE HALL, AT 7.00 P.M.

In the Chair: Cllr. Bentley
 Present: Cllrs Beckensall, Boyce, Evans, Grimsey
 Clerk: Mrs. H. Cook
 Also Present: Cllr Peter Chillingworth, no members of the public

16/112	<u>WELCOME, APOLOGIES FOR ABSENCE</u> Cllr Hearne and Pullum sent their apologies due to family commitments.	
16/113	<u>DECLARATION OF INTERESTS</u> No declarations were made.	
16/114	<u>PUBLIC PARTICIPATION SESSION WITH RESPECT TO ITEMS ON THE AGENDA AND OTHER MATTERS THAT ARE OF MUTUAL INTEREST</u> No members of the public were present.	
16/115	<u>WARD & COUNTY COUNCILLORS TO ADDRESS THE MEMBERS IF PRESENT</u> Cllr Chillingworth spoke on the following: <ul style="list-style-type: none"> ❖ Colchester Local Plan – The next consultation will run from 9th July – 2nd September. ❖ The Preferred Options Local Plan document will be considered prior to the consultation at a meeting on the 5th July at 6pm in the Moot Hall. ❖ 920 houses per year will be needed to be built between 2018-2033. ❖ 20% will be affordable housing. ❖ Improvement plans for both the A12 and A120. 	
16/116	<u>CONFIRMATION OF MINUTES</u> Draft minutes of the meeting held on Thursday 12 th May 2016 had been circulated prior to the meeting. Cllrs agreed that these were a true record of the meeting.	
16/058	RESOLVED that the minutes of the meeting held on Thursday 12th May were a true record of the meeting and were signed by Chairman.	
16/117	<u>REVIEW AND RE-ADOPTION OF COUNCIL PROCEDURES AND POLICES FOR 2016/17</u>	
16/059	RESOLVED that the Financial Regulations had been altered to include raising the limit to £3,000 for estimates, £3,000 to £60,000 for quotes and over £60,000 for tendering. This was adopted and signed by the Chairman.	
16/118	<u>REC TRUST</u> No member of the committee were present. The Play Area inspection report was discussed and the Clerk was asked to contact the Rec Trust to obtain quotes with regards to repairs that were needed. Once the quotes were received the Parish Council would discuss the matter further in regards to possible financial support. It was noted that correspondence had taken place with the Clerk and the Rec Trust over missing legal documents confirming the Relationship between the two parties. The Cllrs asked the Clerk to seek a quote on obtaining a copy of these from the Rec Trust solicitors.	CLERK CLERK
16/119	<u>PLANNING APPLICATIONS</u>	

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<p>16/060</p>	<p>PLANNING APPLICATION: 161278. 2 BUTTS COTTAGE, FORDHAM ROAD, WORMINGFORD, CO6 3AQ. PROPOSED TWO STOREY SIDE EXTENSION WITH SINGLE STOREY REAR EXTENSION AND NEW ENTRANCE PORCH TO FRONT ELEVATION.</p> <p>Cllrs had no concerns over the revised plans.</p> <p>RESOLVED that the Clerk contact Colchester Planning Department to confirm support over the revised plans.</p>	<p>CLERK</p>																																													
<p>16/120</p>	<p>FINANCIAL MATTERS 2015/16</p> <p>1) FINANCIAL STATEMENT.</p> <p>The seven invoices including the Clerks' Salary were passed around for all Councillors to have a look at and agree.</p> <table border="0" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 60%;"></th> <th style="text-align: center; border-bottom: 1px solid black;">Cheque Number</th> <th style="text-align: right; border-bottom: 1px solid black;">£ p</th> </tr> </thead> <tbody> <tr> <td>Aon UK Ltd (signed prior to the meeting)</td> <td style="text-align: center;">101193</td> <td style="text-align: right;">468.64</td> </tr> <tr> <td>H Cook (Salary May)</td> <td style="text-align: center;">SO - 31st May</td> <td style="text-align: right;">280.66</td> </tr> <tr> <td>Essex Pension Fund (May)</td> <td style="text-align: center;">SO - 31st May</td> <td style="text-align: right; border-bottom: 1px solid black;">71.20</td> </tr> <tr> <td></td> <td style="text-align: center;">Total</td> <td style="text-align: right; border-bottom: 1px solid black;">820.50</td> </tr> <tr> <td style="padding-left: 40px;">Less VAT Content</td> <td></td> <td style="text-align: right;">0.00</td> </tr> <tr> <td></td> <td style="text-align: center;">Total Excluding VAT</td> <td style="text-align: right; border-bottom: 3px double black;">820.50</td> </tr> <tr><td colspan="3"> </td></tr> <tr> <td>H Cook (Salary May)</td> <td style="text-align: center;">101194</td> <td style="text-align: right;">5.59</td> </tr> <tr> <td>Essex Pension Fund (May)</td> <td style="text-align: center;">101195</td> <td style="text-align: right;">1.42</td> </tr> <tr> <td>H Cook (Expenses April)</td> <td style="text-align: center;">101196</td> <td style="text-align: right;">45.75</td> </tr> <tr> <td>Mrs J Stobart (Internal Auditor)</td> <td style="text-align: center;">101197</td> <td style="text-align: right;">140.00</td> </tr> <tr> <td></td> <td style="text-align: center;">Total</td> <td style="text-align: right; border-bottom: 1px solid black;">192.76</td> </tr> <tr> <td style="padding-left: 40px;">Less VAT Content</td> <td></td> <td style="text-align: right;">2.10</td> </tr> <tr> <td></td> <td style="text-align: center;">Total Excluding VAT</td> <td style="text-align: right; border-bottom: 3px double black;">190.66</td> </tr> </tbody> </table> <p>16/061 RESOLVED that after further consideration the seven payments detailed on the schedule be authorised for payment.</p> <p>2) MONTHLY BUDGET INFORMATION</p> <p>The Clerk had circulated this prior to the meeting.</p> <p>3) TO DISCUSS THE SALARY INCREASE SET BY THE NATIONAL JOINT COUNCIL FOR LOCAL GOVERNMENT SERVICES.</p> <p>16/062 RESOLVED the salary increase for financial year 2016 and 2017 were agreed, this would be back dated to April 2016.</p> <p>4) TO DISCUSS ALTERING THE STANDING ORDERS FOR CLERK SALARY AND PENSION</p> <p>16/063 RESOLVED that a monthly Standing Orders would be altered to show the salary increase for the Clerks Salary and Essex Pension Fund.</p>		Cheque Number	£ p	Aon UK Ltd (signed prior to the meeting)	101193	468.64	H Cook (Salary May)	SO - 31st May	280.66	Essex Pension Fund (May)	SO - 31st May	71.20		Total	820.50	Less VAT Content		0.00		Total Excluding VAT	820.50				H Cook (Salary May)	101194	5.59	Essex Pension Fund (May)	101195	1.42	H Cook (Expenses April)	101196	45.75	Mrs J Stobart (Internal Auditor)	101197	140.00		Total	192.76	Less VAT Content		2.10		Total Excluding VAT	190.66	
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16/121	<p><u>BROADBAND</u></p> <p>Cllr Boyce confirmed that Fibre Broadband is now available from either your Service Provider or by shopping around for the best deal. https://www.homeandwork.openreach.co.uk/when-can-i-get-fibre.aspx</p>	
16/122	<p><u>BUS SHELTER</u></p> <p>Cllr Bentley confirmed that the guttering & water butt had been added to Chapel Corner Bus Shelter. Cllrs thanked Cllr Bentley and Evans for their work on this project. The Clerk confirmed that no update from ECC had been received. This would be chased for the next meeting.</p>	CLERK
16/123	<p><u>NEIGHBOURHOOD PLAN</u></p> <p>Cllrs discussed the cancelled meeting of the 18th May due to poor uptake. It was agreed to discuss this further after the release of Colchester Local Plan consultation.</p>	
16/124	<p><u>LITTER PICKING</u></p> <p>Six volunteers attended the litter picking session on Saturday 21st May. The Parish Council would like to thank them for their time and effort.</p> <p>Cllrs asked the clerk to confirm whether CBC collected litter on Packards Lane and Fordham Road.</p>	CLERK
16/125	<p><u>PARISH COUNCIL NOTICEBOARD</u></p> <p>Cllr Beckensall confirmed that he would repaint the noticeboard.</p>	CLLR BECKENSALL
16/126	<p><u>ROAD SIGN</u></p> <p>The Clerk was asked to contact ECC regarding the white road sign on the junction of Church Road/Main Road. The Sign is getting smaller and smaller in height and now poses a risk to anyone walking/working in that area.</p>	CLERK
16/127	<p><u>HEDGE ON CHURCH ROAD</u></p> <p>Cllr Bentley confirmed that the hedge had been trimmed back. The Clerk was asked to send a note of thanks to the owner.</p>	CLERK
16/128	<p><u>CHAIRMAN & CLERK'S REPORT</u></p> <p>Cllr Bentley spoke about the village sign needing repairing. It was agreed to obtain some quotes and bring this back to the next meeting.</p>	
16/129	<p><u>CORRESPONDENCE RECEIVED</u></p> <p>The Clerk had circulated correspondence via email throughout the month. No comments were made.</p>	
16/130	<p><u>ITEMS OF CONSIDERATION FOR FUTURE AGENDAS</u></p> <p>Village Sign Neighbourhood Plan CBC Local Plan</p>	
16/131	<p>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.</p> <p>RESOLUTION TO CLOSE THE MEETING TO THE PUBLIC:</p> <p>THAT THE PUBLIC BE EXCLUDED FROM THE MEETING DURING CONSIDERATION OF AGENDA ITEM 16/111.</p> <p>16/064 RESOLVED not to close the meeting to the Public during the consideration of Agenda item 16/132 as there were no matter to discuss.</p>	
16/132	<p><u>HUMAN RESOURCES & PERSONNEL</u></p> <p>No matters were raised to discuss.</p> <p>Cllr Bentley thanked everyone for attending and the meeting closed at 8.15pm.</p>	

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	<p>The date of the next meeting would be Thursday 14th July 2016.</p> <p>Signed:.....</p> <p>Chairperson of the Parish Council Date: 14th July 2016</p>	
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MRS HELEN COOK

CLERK TO WORMINGFORD PARISH COUNCIL, 3 SEARLE WAY, EIGHT ASH GREEN, COLCHESTER, ESSEX. CO6 3QS E-MAIL: wormingford@outlook.com

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