

# WORMINGFORD PARISH COUNCIL

MINUTES OF THE MEETING HELD ON THURSDAY 12<sup>TH</sup> NOVEMBER 2015

IN WORMINGFORD VILLAGE HALL, AT 7.00 P.M.

In the Chair: Cllr. Bentley  
 Present: Cllrs Boyce, Evans, Grimsey, Hearne, Ruse  
 Clerk: Mrs. H. Cook  
 Also Present: No members of the Public

15/194	<p><b><u>WELCOME, APOLOGIES FOR ABSENCE</u></b></p> <p>Cllr Bentley welcomed everybody to the meeting. Cllr Pullum sent his apologies due to work commitments. Cllr Chapman had sent his apologies.</p> <p>Cllr Bentley apologies on behalf of the Council as no wreath had be laid for remembrance Sunday. It was now understood that this was something the previous Clerk, Sean Groom had arranged. Cllrs agreed that this should be put in the Council diary for action next year.</p>	
15/195	<p><b><u>DECLARATION OF INTERESTS</u></b></p> <p>Cllrs requested to the Clerk that a dispensation regarding the budget be made in order to participate and vote.</p> <p>The Clerk granted a dispensation.</p>	
15/196	<p><b><u>PUBLIC PARTICIPATION SESSION WITH RESPECT TO ITEMS ON THE AGENDA AND OTHER MATTERS THAT ARE OF MUTUAL INTEREST</u></b></p> <p>No members of the Public were present.</p>	
15/197	<p><b><u>WARD &amp; COUNTY COUNCILLORS TO ADDRESS THE MEMBERS IF PRESENT</u></b></p> <p>Cllr Chapman was not present.</p>	
15/198	<p><b><u>CONFIRMATION OF MINUTES</u></b></p> <p>Draft minutes of the meeting held on Thursday 8<sup>th</sup> October 2015 had been circulated prior to the meeting. All agreed that these were a true record of the meeting. Cllr Hearne abstained as he was not present at this meeting.</p>	
15/071	<p><b>RESOLVED that the minutes of the meeting held on Thursday 8<sup>th</sup> October were a true record of the meeting and were signed by Chairman.</b></p>	
15/199	<p><b><u>PLANNING APPLICATIONS</u></b></p> <p>1) <b>PLANNING APPLICATION: 152323/152324 (LISTED).</b> CHURCH HALL FARMHOUSE, CHURCH ROAD, WORMINGFORD. CONVERSION OF AN AGRICULTURAL BARN INTO A DWELLING.</p> <p>Cllrs discussed this application and had no concerns.</p> <p>2) <b>PLANNING APPLICATION: 152299.</b> FAIRFIELDS FARM, FORDHAM ROAD, WORMINGFORD, CO63AQ. APPLICATION TO DISCHARGE CONDITIONS 11, 12 &amp; 13 OF APPLICATION NO 150391.</p> <p>Cllrs discussed the discharge of conditions, but agreed that this was a matter for CBC and would therefore not comment.</p>	
15/072	<p><b>RESOLVED that the Clerk send the decision of support to Colchester Borough Council, Planning Department regarding Planning Application 152323/152324.</b></p>	CLERK

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<p><b>15/200</b></p>	<p><b><u>WORM AND REC TRUST</u></b></p> <p>1) UPDATE FROM MR BRIAN JONES. Mr Jones had sent his apologies.</p> <p>2) TO DISCUSS THE WORM MAGAZINE. Cllr Bentley reported on the meeting he had had with Brian Jones. The Council are waiting to hear back whether the Rec Trust would be interested in taking the Worm magazine under their organisation. Mr Jones had yet to comment on the list provided by Cllr Evans of outstanding customers who have yet to pay for their advertising. Discussions were also had regarding the lack of funds for a special Christmas edition.</p> <p>3) UPDATE ON PLAY AREA REPORT The Council still had not received a report from the Rec Trust and this would be chased for the January meeting.</p>	<p>CLLR BENTLEY AND EVANS</p> <p>CLLR BENTLEY</p>																																	
<p><b>15/201</b></p>	<p><b><u>PUBLIC FACILITIES</u></b></p> <p>1) TO RECEIVE AN UPDATE ON THE BUS SHELTERS. Cllr Evans confirmed that after the site meeting with ECC and Mr Cousins a reclaimed shelter from Wivenhoe would be installed. The Clerk confirmed that all being well this should be in place on the 19<sup>th</sup> November.</p> <p>2) BROADBAND. Cllr Boyce confirmed that he would be attending a meeting on the 23<sup>rd</sup> November at Stanway Village Hall and would report back to the Council in January.</p>	<p>CLLR BOYCE</p>																																	
<p><b>15/202</b></p>	<p><b><u>FINANCIAL MATTERS</u></b></p> <p>1) <b>FINANCIAL STATEMENT.</b> (ITEMS TO BE APPROVED FOR PAYMENT AND SIGNED AS PER PAYMENT SCHEDULE)</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;"><b>Cheque Number</b></th> <th style="text-align: right; border-bottom: 1px solid black;"><b>£ p</b></th> </tr> </thead> <tbody> <tr> <td>H Cook (October Salary)</td> <td style="text-align: center;">101155</td> <td style="text-align: right;">264.13</td> </tr> <tr> <td>Essex Pension Fund (October)</td> <td style="text-align: center;">101156</td> <td style="text-align: right;">62.19</td> </tr> <tr> <td>H Cook (Expenses October)</td> <td style="text-align: center;">101157</td> <td style="text-align: right;">21.77</td> </tr> <tr> <td>Design Sweet (Worm November)</td> <td style="text-align: center;">101158</td> <td style="text-align: right;">111.16</td> </tr> <tr> <td>The Society of Local Council Clerks</td> <td style="text-align: center;">101159</td> <td style="text-align: right;">48.07</td> </tr> <tr> <td>H Cook (November Salary)</td> <td style="text-align: center;">101160</td> <td style="text-align: right;">191.74</td> </tr> <tr> <td>Essex Pension Fund (November)</td> <td style="text-align: center;">101161</td> <td style="text-align: right;">44.44</td> </tr> <tr> <td></td> <td style="text-align: center;">Total</td> <td style="text-align: right; border-top: 1px solid black;">743.50</td> </tr> <tr> <td style="text-align: center;">Less VAT Content</td> <td></td> <td style="text-align: right;">0.00</td> </tr> <tr> <td></td> <td style="text-align: center;"><b>Total Excluding VAT</b></td> <td style="text-align: right; border-top: 1px solid black; border-bottom: 3px double black;"><b>743.50</b></td> </tr> </tbody> </table> <p>The seven invoices including the Clerks' Salary were passed around for all Councillors to have a look at and agree. The Clerk explained due to no meeting in December the Basic Salary and Pension for November would need to be paid this month.</p>		<b>Cheque Number</b>	<b>£ p</b>	H Cook (October Salary)	101155	264.13	Essex Pension Fund (October)	101156	62.19	H Cook (Expenses October)	101157	21.77	Design Sweet (Worm November)	101158	111.16	The Society of Local Council Clerks	101159	48.07	H Cook (November Salary)	101160	191.74	Essex Pension Fund (November)	101161	44.44		Total	743.50	Less VAT Content		0.00		<b>Total Excluding VAT</b>	<b>743.50</b>	
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<p><b>15/073</b></p>	<p><b>RESOLVED</b> that after further consideration, the seven cheques including the Salary and Pension for</p>																																		

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	<p><b>November detailed on the payment schedule be authorised for payment.</b></p> <p>2) <b>MONTHLY BUDGET INFORMATION.</b> CLERK TO PRESENT THE BUDGET SO FAR. The Clerk had sent round details prior to the meeting. The Clerk confirmed that she had asked for the sweeping over of the two accounts to be stopped. The Clerk would forward the paperwork to Cllr Grimsey in order become a signatory.</p> <p>3) <b>BUDGET 2016/17.</b> It was agreed that the budget could not be set until information from CBC regarding possible grants were received in December. Discussions took place over the unrealistic hours that the clerk was currently contracted, which again would have to be reviewed. The current grant list and possible reductions were also looked at. The Clerk was asked to produce some models on increased hours, level of grants and circulate once the CBC information was received. A meeting would be held prior to the January meeting if at all possible.</p>	<p>CLERK &amp; CLLR GRIMSEY</p> <p>CLERK</p>
15/203	<p><b><u>NEIGHBOURHOOD PLAN</u></b></p> <p>A meeting with a guest speaker from RCCE would be held on the 30<sup>th</sup> November at 7.00pm at the Wormingford Community Education Centre. The Clerk was waiting for confirmation of the venue then invitations would be sent out.</p>	CLERK
15/204	<p><b><u>SKIP HIRE MEETING</u></b></p> <p>Cllr Pullum was not present</p>	JANUARY
15/205	<p><b><u>EALC TRAINING</u></b></p> <p>Cllr's Evans and Ruse agreed to check their diaries in order to attend this meeting. The Clerk was asked to confirm if Cllr Pullum would like to attend.</p>	CLERK
15/074	<p><b>RESOLVED that up to three places be booked on the EALC training course. The Clerk was asked to liaise with EAG Parish Clerk.</b></p>	
15/206	<p><b><u>CHAIRMAN &amp; CLERK'S REPORT</u></b></p> <p>Gliding Club Application: The Clerk confirmed that a new sound survey way now available on the website and residents had 14 days to comment. Cllrs were happy to not make any further comments after reading the correspondence with CBC and the agent which appeared to address the Council's original concerns.</p> <p>Essex Fire Service and Essex Police were advertising for 2 volunteers from each Parish to become Parish Safety Volunteers. The Clerk agreed to put this on the website and also ask if a poster was available for the noticeboard.</p>	CLERK
15/207	<p><b><u>CORRESPONDENCE RECEIVED</u></b></p> <p>The Clerk had circulated correspondence via email throughout the month. No comments were made.</p>	
15/208	<p><b><u>ITEMS OF CONSIDERATION FOR FUTURE AGENDAS</u></b></p> <p>Risk Assessment Relationship with PC &amp; Rec Trust. Worm Magazine Play Area Skip Hire Meeting Broadband</p>	
15/209	<p><b>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.</b></p> <p><b>RESOLUTION TO CLOSE THE MEETING TO THE PUBLIC:</b></p> <p><b>THAT THE PUBLIC BE EXCLUDED FROM THE MEETING DURING CONSIDERATION OF AGENDA ITEM 15/210.</b></p>	
15/075		

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	<p><b>RESOLVED to close the meeting to the Public during the consideration of Agenda item 15/210.</b></p> <p>Meeting closed at 8.23pm</p>	
<p><b>15/210</b></p> <p><b>15/076</b></p>	<p><b><u>HUMAN RESOURCES &amp; PERSONNEL</u></b></p> <p>It was suggested that the January meeting be held on the 7<sup>th</sup> January.</p> <p><b>RESOLVED to move the January meeting to the 7<sup>th</sup> January.</b></p> <p>Cllr Bentley thanked everyone for attending and the meeting closed at 8.25pm.</p> <p>The date of the next meeting would be Thursday 7<sup>th</sup> January 2016. No meeting would be held in December.</p> <p>Signed:.....</p> <p>Chairperson of the Parish Council</p>	
	<p style="text-align: right;">Date: 7<sup>th</sup> January 2016</p>	

MRS HELEN COOK

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