

# WORMINGFORD PARISH COUNCIL

**MINUTES OF THE MEETING HELD ON THURSDAY 8<sup>TH</sup> OCTOBER 2015**

**IN WORMINGFORD VILLAGE HALL, AT 7.00 P.M.**

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

<b>15/173</b>	<b><u>WELCOME, APOLOGIES FOR ABSENCE</u></b> Cllr Bentley welcomed everybody to the meeting. Cllr Hearne had sent his apologies due to work commitments.	
<b>15/174</b>	<b><u>DECLARATION OF INTERESTS</u></b> None were declared.	
<b>15/175</b>	<b><u>PARISH COUNCILLOR VACANCY</u></b> Cllr Bentley confirmed that the Parish Council has received two application (Mr Ruse & Mr Steads) within the deadline set and their details had been circulated to all the Cllrs. All Cllrs agreed that both candidates were very strong and it would be hard to choose between them. Both candidates in alphabetical order spoke about why they wanted to join the Council.  Cllr Bentley asked Councillors to vote, again in alphabetical order. Mr Ruse received 3 votes, therefore he received the majority vote.  Cllr Bentley thanked both candidates and asked Mr Ruse to join the Council.	
<b>15/062</b>	<b>RESOLVED Mr Ruse be co-opted onto Wormingford Parish Council and that the acceptance of office is signed and verified by the Clerk.</b>	
<b>15/176</b>	<b><u>PUBLIC PARTICIPATION SESSION WITH RESPECT TO ITEMS ON THE AGENDA AND OTHER MATTERS THAT ARE OF MUTUAL INTEREST</u></b> No members of the Public wished to speak.	
<b>15/177</b>	<b><u>WARD &amp; COUNTY COUNCILLORS TO ADDRESS THE MEMBERS IF PRESENT</u></b> Cllr Chapman spoke briefly on the following: <ul style="list-style-type: none"> <li>❖ Locality Budget, the paperwork for financing the play area bin was in progress and the bulbs for the Worm in Bloom would arrive end October early November.</li> <li>❖ Colchester Borough Council would have elections next year due to the Electoral Review and Rural North which Wormingford would fall into would have 3 Cllrs.</li> </ul>	
<b>15/178</b>	<b><u>CONFIRMATION OF MINUTES</u></b> Draft minutes of the meeting held on Thursday 10 <sup>th</sup> September 2015 had been circulated prior to the meeting. All agreed that these were a true record of the meeting, Cllr Ruse was not present at this meeting so abstained.	
<b>15/063</b>	<b>RESOLVED that the minutes of the meeting held on Thursday 10<sup>th</sup> September were a true record of the meeting and were signed by Chairman.</b>	
<b>15/179</b>	<b><u>PLANNING APPLICATIONS</u></b>  1) <b>PLANNING APPLICATION: 151896.</b> 2 CHANTRY DRIVE, WORMINGFORD, ESSEX, CO6 3FD.	

Chairman Signature:

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15/064	<p style="text-align: center;">PROPOSED GARAGE CONVERSION, EXTENSIONS, NEW GARAGE AND INTERNAL ALTERATIONS.</p> <p>Cllrs discussed this application and had no concerns.</p> <p style="text-align: center;">2) <b>PLANNING APPLICATION: 151897.</b> CHILTON COTTAGES, MAIN ROAD, WORMINGFORD, COLCHESTER, CO6 3AY. SINGLE STOREY SIDE EXTENSION.</p> <p>Cllrs discussed this application and had no concerns.</p> <p><b>RESOLVED that the Clerk send the decision of support to Colchester Borough Council, Planning Department.</b></p> <p>The Clerk understood that the Gliding Club application was on hold waiting from further noise tests. The Clerk also confirmed that the Planning Application 151346, Land adj Coronilla had been withdrawn.</p>	CLERK
15/180	<p><b><u>WORM AND REC TRUST</u></b></p> <p style="text-align: center;">1) UPDATE FROM MR BRIAN JONES.</p> <p>Mr Jones reported that the Rec Trust had purchased a tractor to assist with the grass cutting. They were also awaiting some quotes regarding the village hall.</p> <p style="text-align: center;">2) TO DISCUSS THE WORM MAGAZINE.</p> <p>Mr Jones confirmed that he was expecting another £200 for advertising. He had received a quote for insurance with regards to running the magazine separately from the Parish Council. Mr Jones agreed to put this in writing for Council to discuss at the November meeting.</p> <p style="text-align: center;">3) UPDATE ON PLAY AREA REPORT</p> <p>Mr Jones confirmed that the Rec Trust would be discussing this at their November meeting and would report back to the Parish Council at their November meeting.</p>	NOVEMBER  NOVEMBER
15/181	<p><b><u>RELATIONSHIP BETWEEN PARISH COUNCIL AND REC TRUST</u></b></p> <p>Cllr Bentley confirmed that this had not proceeded any further and if no documentation was available perhaps the Parish Council should with the help/advice of EALC put a working documents together which both parties could then work on and agree. Cllr Bentley agreed to follow this up.</p>	CLLR BENTLEY
15/182	<p><b><u>PUBLIC FACILITIES</u></b></p> <p style="text-align: center;">1) TO RECEIVE AN UPDATE ON THE BUS SHELTERS.</p> <p>The Clerk confirmed that the Local Highway Panel meeting was cancelled and another date had not yet been set. In the meantime ECC have agreed to a site visit with the Parish Council and the land owner. The Clerk would liaise with Cllr Bentley regarding this date. Cllr Evans agreed to attend the meeting.</p> <p style="text-align: center;">2) BROADBAND.</p> <p>Cllr Boyce confirmed that the cabinet was in place and they were now just waiting for the fibre.</p>	CLERK  CLLRS BENTLEY & EVANS
15/183  15/065	<p><b><u>SOCIETY OF LOCAL COUNCIL CLERKS</u></b></p> <p>The Clerk confirmed that this was a valuable subscription for advice and assistance. It would also be a reduced cost as this could be share with her other Council.</p> <p><b>RESOLVED that yearly subscription for SLCC be paid at the next meeting.</b></p>	CLERK
15/184	<p><b><u>FINANCIAL MATTERS</u></b></p> <p style="text-align: center;">1) <b>FINANCIAL STATEMENT.</b> (ITEMS TO BE APPROVED FOR PAYMENT AND SIGNED AS PER PAYMENT SCHEDULE)</p>	

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		<b>Cheque</b>		
		<u>Number</u>	<u>£ p</u>	
		H Cook (September Salary)	101147	261.52
		Essex Pension Fund (September)	101148	61.56
		H Cook (Expenses September)	101149	23.06
		Design Sweet (Worm October)	101150	130.48
		Wormingford Recreation Trust (Post office grant 6 mths)	101151	120.00
		Wormingford Recreation Trust (Village Hall Rent 6mths)	101152	75.00
		Wormingford Parochial Church Council	101153	400.00
		Suffolk County Council ( Dedham Vale Grant)	101154	250.00
		Total		<u>1,321.62</u>
		Less VAT Content		0.00
		<b>Total Excluding VAT</b>		<u><u>1,321.62</u></u>
<b>15/066</b>	<p>The eight invoices including the Clerks' Salary were passed around for all Councillors to have a look at and agree.</p> <p><b>RESOLVED that after further consideration, the eight cheques detailed on the payment schedule be authorised for payment.</b></p> <p><b>2) MONTHLY BUDGET INFORMATION.</b> CLERK TO PRESENT THE BUDGET SO FAR. The Clerk had sent round details prior to the meeting. No questions were asked.</p> <p><b>3) BANK ACCOUNTS.</b> The Clerk confirmed that the current signatories were Cllr Bentley, Boyce and Hearne. Barclays Bank claim that Cllr Grimsey was not on their system as a signatory and would need to reapply. Cllr Grimsey agreed to liaise with the Clerk and complete the paperwork.</p>	CLERK & CLLR GRIMSEY		
<b>15/185</b>	<p><b><u>NEIGHBOURHOOD PLAN</u></b></p> <p>The Clerk confirmed that she had received nine replies regarding the proposed talk from RCCE.</p>	CLERK		
<b>15/067</b>	<p><b>RESOLVED that the Wormingford Community Centre would be booked for the event on either the 23<sup>rd</sup> or 30<sup>th</sup> November. The Clerk would send out the invitations.</b></p>			
<b>15/186</b>	<p><b><u>SPEEDWATCH EQUIPMENT</u></b></p>	CLERK		
<b>15/068</b>	<p><b>RESOLVED that the Speedwatch equipment be sent back to Essex Police. The Clerk would liaise with Mr Collins.</b></p>			
<b>15/187</b>	<p><b><u>ROAD REPORT</u></b></p> <p>Cllr Grimsey agreed to produce a report in the Spring. Any potholes can be reported to the Parish Council and they would forward the complaints on to the relevant Authority.</p>	APRIL		
<b>15/188</b>	<p><b><u>RISK ASSESSMENT</u></b></p> <p>Cllr Boyce had circulated an updated Risk Assessment. Several points raised, were not clear due to the confusion of responsibilities of either the Rec Trust or the Parish Council, these would need to be confirmed. Cllrs spoke about trees on Parish Council and Cllr Bentley agreed to look into this further.</p>	CLLR BENTLEY & CLERK		
<b>15/069</b>	<p><b>RESOLVED that the Clerk purchase two memory sticks to enable the Parish Council laptop to be backed up each month and the stick to be held by the Chairman.</b></p>			

**Chairman Signature:**

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<b>15/189</b>	<p><b><u>CHAIRMAN &amp; CLERK’S REPORT</u></b></p> <p>Cllrs confirmed that several incidents of fly tipping had been reported to CBC who had acted extremely quickly. The Clerk confirmed that once the Locality Budget money had been received she would place an order for the rubbish bin.</p>	
<b>15/190</b>	<p><b><u>CORRESPONDENCE RECEIVED</u></b></p> <p>The Clerk had circulated correspondence via email throughout the month. No comments were made.</p>	
<b>15/191</b>	<p><b><u>ITEMS OF CONSIDERATION FOR FUTURE AGENDAS</u></b></p> <p>Risk Assessment Worm Magazine Play Area</p>	
<b>15/192</b>	<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 15/193.</b></p>	
<b>15/070</b>	<p><b>RESOLVED to close the meeting to the Public during the consideration of Agenda item 15/193.</b></p> <p>Meeting closed at 8.25pm</p>	
<b>15/193</b>	<p><b><u>HUMAN RESOURCES &amp; PERSONNEL</u></b></p> <p>Cllrs agreed to change the budget meeting to the 14<sup>th</sup> October. The Clerk informed the Council that Eight Ash Green Parish Council would be hosting some EALC training on the 24<sup>th</sup> February. This was agreed to bring to the November meeting.</p> <p>Cllr Bentley thanked everyone for attending and the meeting closed at 8.35pm.</p> <p>The date of the next meeting would be Thursday 12<sup>th</sup> November 2015.</p> <p>Signed:.....</p> <p>Chairperson of the Parish Council <span style="float: right;">Date: 12<sup>th</sup> November 2015</span></p>	NOVEMBER

MRS HELEN COOK

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

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