

**MINUTES of the MEETING of FEERING PARISH COUNCIL held  
on TUESDAY 21 APRIL 2015 @ 7.30pm in the PARISH COUNCIL  
OFFICE, FEERING COMMUNITY CENTRE**

**COUNCILLORS PRESENT**

<b>Mr P Petto (Chairman)</b>	<b>Mrs K Evans</b>
<b>Mrs M Eddolls</b>	<b>Mrs M Lakin</b>
<b>Mr J. Richardson</b>	
<b>Martique Freathy Parish Clerk</b>	

**ALSO ATTENDING:**

**Essex County Cllr Lady Newton**

**Members of the public: None**

- 44/2015 WELCOME AND APOLOGIES**  
**The Chairman** welcomed everyone to the meeting. Apologies were received from **Cllrs Bonner, Eddolls, Edwards and District Cllr Mitchell.**
- 45/2015 DECLARATION OF INTERESTS**  
**Cllr Lakin** declared non pecuniary interests in items 62/2015 and 64/2015 as a member of the Neighbourhood Plan Steering Group.  
**Cllr Evans** declared a non pecuniary interest in item 49/2015 as a member of the Footpath Committee and Ramblers.
- 46/2015 AGREEMENT OF MINUTES OF PREVIOUS MEETING HELD ON 17<sup>th</sup> March 2015**  
The Minutes were **AGREED** proposed **Cllr Eddolls** and seconded **Cllr Lakin:-**  
  
The **Clerk's** report was noted and thanks expressed to the Clerk for completion of the Handyman and Grasscutting Contracts.
- 47/2015 PUBLIC QUESTION TIME**  
None
- 48/2015 DISTRICT COUNCILLOR'S REPORT**  
**Cllr Newton** said goodbye as a District Councillor though will remain as Essex County Councillor. She expressed thanks for Feering Parish Council's support.  
  
She confirmed there would be an amendment to the Scheme of Delegation for Planning Applications which will take Parish Councils' input within the planning application process back to where it was originally, i.e. the application will go to the Planning Officer, then the Committee. BDC will be monitoring planning applications and will provide training regarding material planning applications shortly after elections.
- 49/2015 HANDYMAN AND PROW ISSUES**  
Councillors reported that the litter bin round Sherwood Way is overgrown with weeds and needs cutting back. **ACTION: Handyman**

Claiming the land at entrance to FP16 on Feering Hill (Cllr Evans)

It was **agreed** that Councillors would wait until work has been completed at 41 Feering Hill to see how the land is used before considering further.

P3 grant

**Cllr Evans** reported that Essex County Council will only be granting £198 for one cut per year or will undertake one cut per year themselves. Councillors **AGREED** to proceed with the grant option for 2015/16, proposed **Cllr Lakin** and seconded **Cllr Eddolls**. **ACTION: Clerk to inform Shirley Anglin at ECC.**

**50/2015**

**COMMUNITY MATTERS**

Renewal of the Street Scene Partnership with BDC

Councillors **AGREED** to proceed with application for renewal, proposed **Cllr Eddolls** and seconded **Cllr Evans**. **ACTION: Clerk**

Community Initiative Fund

The letter sent to **Cllr Finch** was noted.

**51/2015**

**TRAFFIC & HIGHWAYS**

Councillors noted that BDC Local Highways Panel recommended for approval the following schemes:-

- i) Installation of 30mph roundels at Dragons Teeth, London Road and Inworth Road, Feering
- ii) Installation of two additional height restriction warning signs, North and South bound, Coggeshall Road, Feering

The response from Essex Highways regarding scheme request for signage at Prested Hall exit on A12 slip road was noted.

**52/2015**

**PLANNING MATTERS**

The minutes from Planning Meeting of 19 03 15 and meeting held on 19 04 15 were noted with nothing further to report.

It was noted that BDC has approved the designated area for a Neighbourhood Plan.

**53/2015**

**INTERNAL AUDIT**

Councillors **APPROVED** the appointment of Jan Cole as the internal auditor, proposed **Cllr Petto** and seconded **Cllr Eddolls**.

The Risk Assessment Framework was **APPROVED**, proposed **Cllr Lakin** and seconded **Cllr Eddolls**.

**54/2015**

**ENVIRONMENTAL AUDIT**

It was noted that the Environmental Audit took place on 02 April 2015 and a vote of thanks passed to **Cllrs Bonner, Lakin** and **Eddolls** for their input. Both Nursery Bridge and Hanover Square bridge were mentioned to **Cllr Lady Newton** regarding any progression that could be made in respect of these outstanding issues. **ACTION: Cllr Lady Newton to investigate.**

**55/2015**

**ALLOTMENTS**

Councillors **AGREED** not to increase, proposed **Cllr Lakin** and seconded **Cllr Eddolls**.

- 56/2015**      **STREET LIGHTING**  
It was **AGREED** to continue with EoN on the new Deemed Rates Contract, proposed **Cllr Lakin** and seconded **Cllr Eddolls**.
- 57/2015**      **ANNUAL REPORT**  
The report was approved subject to minor amendments, proposed **Cllr Eddolls** and seconded **Cllr Richardson**. **ACTION: Clerk to amend.**
- 58/2015**      **ANNUAL MEETING/PARISH ASSEMBLY**  
The change of date for the Annual Meeting to 19<sup>th</sup> May and the time for refreshments for the Parish Assembly to 7.30pm were **APPROVED** proposed **Cllr Evans** and seconded **Cllr Lakin**. **ACTION: Clerk to check with EALC if the Council is not quorate for the Annual Meeting, who has responsibility for the cheques.**
- 59/2015**      **REPORTS**  
FCA Management Meeting 16 04 15  
**Cllr Lakin** reported that the FCA Management Committee has changed the alarm management security company to Stealth Security. The May Fayre is progressing well. **Cllr Lakin** attended a course about trustees and the constitution will be updated regarding its trustees.
- Neighbourhood Plan Meeting 13 04 15  
**Cllrs Lakin** and **Evans** reported that the group has asked for a link to the website page for the Neighbourhood Plan. It is also asking for a budget. Lee Blackburn has been appointed as the Chairman and Alison Diggins the Secretary.
- Kelvedon & Feering Heritage Society Public Meeting 17 03 15  
Councillors noted the report provided by **Cllr Bonner**.
- A12 Villages Traffic Action Group – 14 04 15  
The latest constitution was noted.
- EALC Meeting 22 01 15  
In the absence of **Cllr Edwards**, to be included on next agenda. **ACTION: Clerk to bring forward.**
- BALC Meeting 12 02 15  
In the absence of **Cllr Edwards**, to be included on next agenda. **ACTION: Clerk to bring forward.**
- 60/2015**      **PLAYING FIELD/COMMUNITY CENTRE**  
White lining of Playing Field  
Councillors noted that school has marked Playing Field with white lines without consulting the Parish Council and will review February half term next year.
- Use of Playing Field at Break Times  
Councillors **agreed** that Simon Gibbs provides regular feedback regarding the small pitch on the Playing Field which the school uses and will therefore review according to feedback received.

Review charges for Feering United and FITC

Councillors **AGREED** to increase charge per day for FITC to £25 per day with effect from the summer holidays and to increase charges for Feering United to £12 per match with effect from the new season. Charges for Kelvedon SC will remain the same, proposed **Cllr Lakin** and seconded **Cllr Petto**. **ACTION: Clerk to inform teams of new charges.**

**61/2015**

**WEBSITE**

Councillors **AGREED** to apply for free website with EssexInfo.net, proposed **Cllr Lakin** and seconded **Cllr Evans**. **ACTION: Clerk to contact ECC and initiate.**

**62/2015**

**NEIGHBOURHOOD PLAN**

Councillors **APPROVED** the setting up of the Neighbourhood Plan as a group, likely to be a Committee of the Council, though possibly independent, but **agreed** that however formed should be within the parameters of the Council's standing orders and in accordance with advice provided by EALC, proposed **Cllr Lakin** and seconded **Cllr Eddolls**. **ACTION: Clerk to liaise with EALC and revert to all parties.**

**63/2015**

**TREE MAINTENANCE**

The Council **APPROVED** the next stage of tree maintenance work, proposed **Cllr Evans** and seconded **Cllr Eddolls**.

**64/2015**

**FINANCIAL MATTERS AND PAYMENT OF ACCOUNTS**

4000 - Kempco Ltd - Stationery	£33.30	
4001 - Ricoh UK Ltd - Use of Copier 01 12 14 - 28 02 15	£222.82	
4002 - Shaw & Sons - Stationery - Loose Leaf Minute Binder	£86.03	
4003 - MSS Garden Machinery Centre	£311.65	
4004 - Bawtrees LLP - Legal Contract	£540.00	
4005 - Essex Playing Fields - Best Kept Playing Field Competition	£10.00	
4006 - N. Edwards - Travel Expenses	£38.40	
4007 - M. Bonner - Travel Expenses	£8.55	
4008 M. Freathy - Travel Expenses	£8.10	
4009 - M Freathy Clerk Salary - (April)	£1,132.96	
4010 - Graham Adams - Handyman - (April)	£730.00	
4011 - Graham Adams - Verges (April)	£183.00	
4012 - G. Bendall - Mole Removal	£30.00	
4013 - Friends of Historic Essex - Subscription	£10.00	
4014 - Feering Primary School - Contribution towards MUGA	£250.00	
4015 - VTAG - Grant	£200.00	
4020 - D. Malley - Payroll Services	£58.00	
	<b>Sub Total (Apr)</b>	<b>£3,852.81</b>
<b>Petty Cash Transactions 05 03 15 - 31 03 15</b>		
24 03 15 Postage		£4.30
25 03 15 Refreshments		£3.98
25 03 15 4 x 12 2nd Class Stamps		£25.44
	<b>Sub Total (Apr)</b>	<b>£33.72</b>
<b>DIRECT DEBITS APRIL</b>		
4016 - Orange - Broadband - April 15		£18.37
4017 - E-ON Energy - April 15		£61.92
4018 - S H Gibbs - re cutting Playing Field - April 15		£100.00

4019 - D. Lovelock - Website Hosting April 2015	£15.00
<b>Sub Total (Apr)</b>	<b>£195.29</b>
<b>TOTAL (APR)</b>	<b>£4,081.82</b>

Council **APPROVED** the monthly accounts and payments, proposed **Cllr Evans** and seconded **Cllr Eddolls**.

The revisions to Financial Statement for 31 03 15 were noted.

Neighbourhood Plan Working Agreement

Councillors approved in principle the working agreement subject to it being amended in line with its Standing Orders and advice from EALC and **APPROVED** a £1500 grant, after which funds will need to be raised from grant applications, proposed **Cllr Petto** and seconded **Cllr Eddolls**.

**The meeting closed at 22:00**

**DATE OF NEXT COUNCIL MEETING**

**Annual Meeting: Tuesday 19 May 2015 @ 6.45pm**

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Minutes confirmed as a true record of the meeting.

Signed -----

Dated -----