

**MINUTES of the MEETING of FEERING PARISH COUNCIL held
on TUESDAY 19 MAY 2015 @ 7.30pm in the PARISH COUNCIL
OFFICE, FEERING COMMUNITY CENTRE**

COUNCILLORS PRESENT

Mr P Petto (Chairman)
Mrs H Edwards
Martique Freathy Parish Clerk

Mrs K Evans
Mrs M Lakin

ALSO ATTENDING:

Members of the public: Lee Blackburn, Maggie Eddolls and Paul Lees

65/2015 ELECTION OF CHAIRMAN FOR 2015-16

Cllr Petto asked for nominations for Chairman and **Cllr Lakin** was elected, proposed **Cllr Evans** and seconded **Cllr Edwards** and all **AGREED**. The new Chairman duly signed the Declaration of Acceptance of Office.

Cllr Petto thanked everyone for their support and the Council expressed appreciation to **Cllr Petto** for being Chairman.

Cllr Petto left the meeting.

66/2015 WELCOME AND APOLOGIES

The Chairman welcomed everyone to the meeting. Apologies were received from **Cllr Bonner** and **District Cllr Mitchell**.

67/2015 DECLARATION OF INTERESTS

Cllr Lakin declared non pecuniary interests in items 80/2015 as a member of the FCA, Neighbourhood Plan Steering Group; item 81/2015 as a member of the Playing Field Management Committee; and item 82/2015 as a member of the Neighbourhood Plan Steering Group.

Cllr Evans declared a non pecuniary interest in item 74/2015 as a member of the Footpath Committee and Ramblers; and item 82/2015 as a member of the Neighbourhood Plan Steering Group.

68/2015 ELECTION OF VICE CHAIRMAN for 2015-16

Cllr Lakin proposed **Cllr Edwards** as Vice Chairman, seconded by **Cllr Evans** and all **AGREED**. The **Vice Chairman** signed the Declaration of Acceptance of Office.

69/2015 COUNCILLORS

Cllrs were reminded by the Clerk that the Declaration of Acceptance of Office must be returned to BDC within 14 days of election to the Council. Those present completed the forms and returned to the Clerk.

Councillors **APPROVED** the co-option of new members Maggie Eddolls, Lee Blackburn and Paul Lees, **Cllr Lakin** and seconded **Cllr Evans**.

- 70/2015 REVIEW OF MEMBERS' REGISTERS OF INTEREST**
Members were provided with Registers of Interest forms in their packs to complete - most were returned to the Clerk at the meeting.
- 71/2015 AGREEMENT OF MINUTES OF PREVIOUS MEETING HELD ON 21st APRIL 2015** (attached).
The Clerk's report was noted.
The Minutes were **AGREED** subject to the inclusion of apologies received from **Cllr Edwards**, proposed **Cllr Lakin** and seconded **Cllr Evans**.

The **Clerk's** report was noted.
- 72/2015 PUBLIC QUESTION TIME**
None.
- 73/2015 APPROVAL OF KEY DOCUMENTATION**
Standing Orders
It was noted that the Clerk is aligning the Standing Orders to the model recommended by the NALC which would be included on the June agenda.

Financial Regulations
It was noted that the Clerk is aligning the Financial Regulations to the model recommended by the NALC which would also be included on the June agenda.

Asset Register
Councillors **APPROVED** the Asset Register (last amended July 2014), subject to the removal of Feering Hill S seat by bus stop which had no attached value, proposed **Cllr Lakin** and seconded **Cllr Evans**.
- 74/2015 HANDYMAN AND PROW ISSUES**
Councillors requested that the Handyman remove the nettles by the dog bin in Worlds End Lane and straighten the CCTV notice opposite the dog bin there. **ACTION: Handyman**.

It was noted that three volunteers have worked to scrape earth and nettles off the tarmac edges to Footpath 16 (**Cllr Evans**).

Councillors requested that letters be sent to owners as soon as possible regarding cutting back of boundary hedges/borders and that a reminder be given via the Parish magazine that owners of property could start cutting back boundaries and to check the other side of their fences. **ACTION: Clerk**.
- 75/2015 COMMUNITY MATTERS**
Star Council Awards
Cllr Lakin nominated the Clerk to enter the Clerk of the year award. **ACTION: Clerk**

School Transport Issue
Councillors requested that the Clerk forward the email received by resident to Lady Newton and note that Councillors think that the matter has not been handled well and that it is incomprehensible to use the 'as the crow flies' method rather than the actual

road and public transport routes to calculate distances, proposed **Cllr Evans** and seconded **Cllr Lees**. **ACTION: Clerk to write, but to check if resident agrees to the original email being forwarded to County Cllr Lady Newton.**

76/2015

TRAFFIC & HIGHWAYS

The road closure on Monday 18 May for essential road surface improvement work on the B1024 High Street/Feering Hil was noted

77/2015

PLANNING MATTERS

Councillors considered the following applications and commented as follows:-

- i. **15/00122/TPOCON - Notice of intent to carry out works to tree in a Conservation Area - Fell 1 large tree - Barleymans The Street Feering Essex CO5 9QJ** - Councillors agreed to leave to the discretion of its tree warden who commented: 'the tree has grown since being pruned, but was unable to access the base. It is a very small garden and the tree is multi stemmed, hence the rope around the various stems to reduce its spread. A native/small deciduous might be better for the site (though the neighbour may like the privacy afforded by the conifer), and therefore suggest leave to the discretion of BDC tree warden.'
- ii. **15/00550/FUL - Erection of detached oak framed garage outbuilding - Wood Cottage Rye Mill Lane Feering Essex CO5 9SB** – no comment.
- iii. **15/00546/FUL - Change of use of a building from a mixed retail (use class A1 or A2) use and residential use (C3) to residential dwelling - 5 Feering Hill Feering Essex CO5 9NH** – no comment.
- iv. **15/00143/TPOCON – Notice of intent to carry out works to tree in a Conservation Area – Remove 1 self seeded Lime tree – The Old School House Coggeshall Rd Feering Essex CO5 9QR** – Councillors agreed with the tree warden's comments: 'the lime may be pollarded if required or removed. However, although no application has been received, there is a self seeded field maple closer to the road that the tree warden has recommended needs removing.'

It was noted that the following application was granted:-

- i. **15/00070/FUL - Demolition of existing service station and erection of new sales building, HGV island, above ground 50,000 litre diesel tank and 5,000 litre AdBlue tank with existing forecourt canopy and pump islands retained - Filling Station London Road Feering Essex CO5 9EL.**

The minutes from Planning Meetings of 09 04 15 and 22 04 15 were noted with nothing further to report.

78/2015

CAR PARK

Councillors **AGREED** to the necessary repairs to car park at Community Centre, proposed **Cllr Lees** and seconded **Cllr Evans**. **ACTION: Clerk to arrange.**

79/2015

INTERNAL AUDIT

Councillors noted that the Internal Audit has been completed and report provided by the auditor. Councillors noted the recommendation made regarding revisions to paragraph 10 of the Financial Regulations.

80/2015

REPORTS

FCA Management Meeting 14 05 15

Cllr Lakin reported that the May Fayre had raised £4,517.73 and that the minutes were to be circulated shortly from the management meeting.

Neighbourhood Plan Meeting 18 05 15

The next meeting will be held on 11 06 15 when it will be able to function properly as an organisation. Some expenditure will need to be met following the May Fayre.

EALC Meeting 22 01 15

Cllr Edwards reported that the points system for the Buckingham Palace award will be revised.

BALC Meeting 12 02 15

Cllr Edwards reported that John Clark was not re-elected as Chairman and that Tony Haywood resigned. The next meeting will be June 15.

Village Traffic Action Group AGM Meeting 14 05 15

The minutes were circulated with nothing further to report.

81/2015

PLAYING FIELD/COMMUNITY CENTRE

It was noted that tree maintenance as per programme of works agreed has been carried out on Playing Field and Car Park and noted that an additional amount of £1,280 would need to be budgeted for tree work required to Taylor's Field next year, plus work for Bridge Meadow for £960.

82/2015

NEIGHBOURHOOD PLAN STEERING GROUP

It was **AGREED** by Councillors to set up the Neighbourhood Plan Steering Group as a Committee of the Council in accordance with the Council's Standing Orders and Financial Regulations, proposed **Cllr Eddolls** and seconded **Cllr Edwards**.

83/2015

FINANCIAL MATTERS AND PAYMENT OF ACCOUNTS

Invoices For Payment May 2015

4021 - Kempco - Stationery	£16.50
4022 - BDC - Hire of Refuse Vehicle 18 04 15	£191.52
4023 - EALC - Affiliation Fees for EALC/NALC	£422.80
4024 - Rigby Taylor - Maintenance Playing Field (Fertiliser)	£442.50
4025 - M Freathy Clerk Salary - (May)	£940.19
4026 - Graham Adams - Handyman - (May)	£730.00
4027 - Graham Adams - Verges (May)	£183.00
4028 - Rialtas Business Solutions Ltd - Software Maintenance	£133.20
4029 - Mrs J. Cole - Internal Audit	£125.00
4030 - S. Gibbs - Fertiliser/Weed Spray for Playing Field	£150.00
4036 - Petty Cash	£50.00
Sub Total (May)	£3,384.71

Petty Cash Transactions 01 04 15-30 04 15 £0.00

DIRECT DEBITS MAY

4031 - Orange - Broadband - May 15	£18.37
4032 - E-ON Energy - May 15	£59.92
4033 - S H Gibbs - re cutting Playing Field - May 15	£100.00
4034 - D. Lovelock - Website Hosting May 2015	£15.00
4035 - British Telecom - Feb-May 15	£84.94
Sub Total (May)	£278.23
TOTAL (MAY)	£3,662.94

The Schedule of May payments was **APPROVED**, proposed **Cllr Lees** and seconded **Cllr Eddolls**.

The Annual Return 2014-15 was **APPROVED**, proposed **Cllr Lees** and seconded **Cllr Eddolls**.

The meeting closed at 19:30

DATE OF NEXT COUNCIL MEETING

Tuesday 23 June 2015 @ 7.30pm

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Minutes confirmed as a true record of the meeting.

Signed -----

Dated -----