

**MINUTES of the MEETING of FEERING PARISH COUNCIL held
on TUESDAY 17 NOVEMBER 2015 @ 7.30pm in the PARISH
COUNCIL OFFICE, FEERING COMMUNITY CENTRE**

COUNCILLORS PRESENT

Mrs M Lakin (Chairman)	Mrs K Evans
Mr M Bonner	Mr J Inglis
Ms L Blackburn	Mr P Lees
Mrs M Eddolls	
Mrs H Edwards	
Martique Freathy Parish Clerk	

ALSO ATTENDING:

Members of the public: None

139/2015 WELCOME AND APOLOGIES

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

140/2015 DECLARATION OF INTERESTS

Cllr Lakin declared a non pecuniary interest in item 148/2015 as a member of the FCA Management Committee.

141/2015 AGREEMENT OF MINUTES OF PREVIOUS MEETING HELD ON 20th OCTOBER 2015 (attached).

The Minutes were **AGREED**, proposed **Cllr Blackburn** and seconded **Cllr Eddolls**. The **Clerk's** report was noted.

Multiplay Equipment

Cllr Bonner confirmed that the Rotary Club has indicated it hopes to be able to offer some support in terms of funding for the equipment.

Community Speed Watch

It was noted that the Clerk had chased Trevor Stubbington regarding speed checks in the village.

Car Park

Reports were received that that parents from the school had expressed concern about any potential closure of the car park and they felt they had been blanketed with other drivers who use the car park, including parents from children at Little Peeps and other users of the Community Centre, who also park inconsiderately. The head teacher at Feering Primary School expressed concern regarding where parents from Coggeshall would park if the car park were to be closed. The Council requested the Clerk write to the school to explain that it understands it is not just the school parents who are parking inconsiderately. Additionally, the Clerk to request the FCA Administrator writes to users of the Community Centre to ask groups to be considerate when parking and driving and to beware of children. Additionally to suggest FCA groups finish at 3pm or after 3.30pm as the Council appreciates the frustrations of those leaving the car park who use the

Community Centre. Ultimately the safety of the children must be a priority. **ACTION: Clerk.**

Essex Police

It was noted that no response had been received from Essex Police regarding closure of Feering/Witham police stations.

Delivery of Annual Report/Community Publication

The Council thanked **Cllr Lakin** for delivering the additional copies of the Parish Magazine/Annual Report. **Cllr Lakin** reported that the delivery map provided by the Look Magazine showed that they only deliver to the Railway line, which she confirmed with them by phone. This prompted printing/delivery of more copies than originally planned for, though subsequently some residents phoned to say they had received two copies, which indicated that the Look Magazine had delivered beyond the Railway line.

Smiley SID

Councillors thanked **Cllr Lees** for his assistance in moving Smiley SID to London Road.

Playing Field Byelaw

Cllr Lakin reported that the consultation period is for one month. When submitting the byelaw for approval, it is necessary to say how the Council addressed the original problem. Councillors requested that the Clerk put a paragraph in the Parish Magazine to say that the Council intends introducing a Byelaw for the Playing Field and to explain that a draft is available in the office should anyone wish to view it. The Clerk to put laminates on the Playing Field and on the website and notice board and to leave up until next meeting before sending draft to the Department for Communities and Local Government. **ACTION: Clerk.**

142/2015 PUBLIC QUESTION TIME

None present.

143/2015 DISTRICT COUNCILLOR'S REPORT

None available.

144/2015 G G ADAMS GARDEN MAINTENANCE SERVICES AND PROW ISSUES

It was reported that Smiley SID wasn't working for a couple of days. It has been re-charged twice, though is ordinarily solar powered and not responding because it is currently so dark.

145/2015 COMMUNITY MATTERS

Councillors unanimously **APPROVED** the continuation of Manned Refuse Collection for 2016 and the schedule of dates. **ACTION: Clerk to revert to BDC.**

146/2015 TRAFFIC & HIGHWAYS

The Traffic Order received to temporarily close Byway 5 (Hill House Level Crossing) and Footpath 3 (Great Domsey Foot Crossing) on 12 November until 18th November was noted.

147/2015 PLANNING MATTERS (see Appendix 1)

The minutes from Planning Meeting of 20 10 15 and 10 11 15 were noted with nothing further to report.

Councillors noted the letter received from Priti Patel MP regarding Crown Estate's proposals and will consider its response to the letter and consultation after the public consultation dates. **ACTION: Clerk to put item on the December agenda.**

148/2015

REPORTS

FCA Executive, FCA Management and FCA Executive Committee Meetings – 09 11 15
The minutes of each meeting were circulated. Louise Irons remains as Chairman for the FCA and Paul Petto has joined the FCA Management Committee.

Neighbourhood Plan Meeting 14 09 15, 19 10 15 and 16 11 15

The minutes from Neighbourhood Plan Meeting of 14 09 15 and 19 10 15 were noted. The Character Assessment is now nearly complete. **Cllr Lees** and **Cllr Blackburn** have completed a vision statement. The group has voted to have a housing survey carried out by RCCE who will send questionnaires to households to get a sense of the demographics, i.e. current and future needs within the village which will give weight to the requirement. Cost is anticipated to be £1,000. There are several reports to get done for the Neighbourhood Plan and more volunteers are needed. The group agreed to approach Kelvedon's Neighbourhood Plan Group with the intention of one person attending each other's meetings.

RCCE - Neighbourhood Plan networking event 14 11 15 – attended by Cllrs Blackburn, Inglis and Lees

Cllr Inglis reported that they were split into three groups and discussed issues such as response levels from surveys, for example a developer's question was whether a 16% response is sufficient. It was noted that Tiptree had great success from their workshops. The Feering Neighbourhood Plan Group were hoping to do another workshop in January when households get their housing surveys in the post and hopefully get a better demographic. It was reported that the planning policy team at BDC is not as supportive as Colchester Borough Council, who attends its Neighbourhood Plan meetings and are supportive in words and deeds. It was noted that RCCE itself is supportive.

EALC AGM 24 09 15

Cllr Edwards confirmed the AGM was well attended and reported that the President, Chris Manningpress retired. David Finch mentioned the CIF fund has received more submissions than ever. Changes are imminent with more power being given to Parish Councils including possibility of Parish Councils repairing their own pot holes. The subscription for NALC will be going up by approximately 10% and EALC by 2%.

Kelvedon Ticket Office Meeting

Cllr Bonner attended the meeting at Shenfield and met Abellio East Anglia, Councillors from Kelvedon and Mark Leslie. Abellio East Anglia have to have ticket office open for certain hours during the day and currently open longer than prescribed to do, but are trying to reduce the hours that the ticket office is open, proposing closure at 4.45pm instead of 7pm. They propose keeping the office area open for shelter and use of toilets. Problems raised include people not able to use the ticket machine which is often not working. **Cllr Bonner** asked if they could provide a secondary quick ticket machine.

Abellio confirmed they will look at simplifying ticket facilities.

VTAG Meeting 15 10 15

Cllr Bonner reported that VTAG members were invited to a meeting chaired by Rodney Bass with the A120 group, Haven group and MPs in attendance. VTAG has been given a voice to talk about local needs/junctions and is now a stakeholder of the committee. The next meeting will be attended by Highways England.

149/2015 PLAYING FIELD/COMMUNITY CENTRE

Multiplay Equipment

Councillors reviewed the drawings as provided by Option 1 for replacement Multiplay Equipment which were voted by the public following consultation. The Council agreed they look good. Councillors commented that the mulch sample provided requires caution and need to check what the sub-base is and ask for the design of it, as it could slip and should be on a constructed pit base, not on soil. Concern was expressed about how the cableway interacts with existing equipment and Council would like to see a more detailed specification and CAD drawing. Also need to ask if there is any professional indemnity on the design. Need to ask if they will honour retentions until after 12 months of the equipment being built and obtain a health and safety plan including a risk assessment, especially as being bespoke built. **ACTION: Clerk to liaise with play company and obtain a JCT contract.**

Cllr Inglis obtained an alternative modern option for the Playing Field and the Council which is very robust and includes posts. It was noted that it may be possible to pay for replacement fencing with general reserves. Councillors asked if it is in the deeds for the playing field that posts must be concrete. **ACTION: Clerk to liaise with the solicitor and Cllr Inglis to obtain formal quote.**

150/2015 PARISH ASSEMBLY/ANNUAL MEETING

Councillors agreed to set the date for the Parish Assembly for Monday 23rd May 2016 and the Annual Meeting on Tuesday 17th May 2016. **ACTION: Clerk to book Oak Room for Parish Assembly and email dates to Councillors.**

151/2015 FINANCIAL MATTERS AND PAYMENT OF ACCOUNTS

Invoices for Payment November 2015

4126 - Kempo Ltd - Stationery	£21.77
4127 - BDC - Hire of Refuse Vehicle 10 10 15	£195.60
4128 - All Saints Church, Feering - Printing of Community Publication	£137.60
4129 - Mrs N. A. J. Edwards - Travel Expenses EALC AGM	£21.50
4130 - Mr P Lees - Travel - Playgrd Inspection/Risk Assessment Course	£38.15
4131 - M. Freathy - Land Registry costs	£6.00
4132 - M. Freathy - Clerk's Salary November 2015	£1,008.58
4133 - Graham Adams - Handyman - (November) FPC	£730.00
4134 - Graham Adams - Verges (November)	£183.00
4135 - Petty Cash	£50.00
4136 - Kempco - Printing of Community Publication	£44.80
4137 - British Telecom - Aug-Nov 15	£92.15
Sub Total (November)	£2,529.15

Petty Cash Transactions 16/09/15-23/10/15

16 09 15 Book 12 2nd class stamps	£12.96
16 09 15 Refreshments	£3.50
23 10 15 Book 12 2nd class stamps	£12.96
Sub Total (November)	£29.42

DIRECT DEBITS NOVEMBER

4138 - Orange - Broadband - November 15	£18.37
4139 - E-ON Energy - November 15	£80.77
4141 - S H Gibbs - re cutting Playing Field - November 15	£100.00
4142 - D. Lovelock - Website Hosting November 2015	£15.00
Sub Total (NOV)	£214.14
TOTAL (NOV)	£2,772.71

The Schedule of November payments was **APPROVED**, proposed **Cllr Edwards**, seconded **Cllr Lees**.

Councillors reviewed the year to date spend and noted that it is within budget for the current financial year.

The meeting closed at 9:05pm

DATE OF NEXT COUNCIL MEETING

Tuesday 15 December 2015 @ 7.30pm

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Minutes confirmed as a true record of the meeting.

Signed -----

Dated -----

To:- Members of the Council

From:- Martique Freathy

December 2015

Clerks Progress report on actions arising since the last meeting not covered under other Agenda items

Precept

The Clerk has continued to work on the Precept for the 2016/17 financial year and this is now complete. The Clerk will be updating the information on the software system and arranging necessary transfers of monies as per agreed Precept one finally agreed.

Playing Field – Byelaw

Clerk to put laminates on the Playing Field and on the website and notice board

Multiplay Equipment – Funding

The Council has been awarded £10,000 funding from the Community Initiatives Fund towards replacement Multiplay Equipment. Both Mii Fund and Awards for All applications submitted in October were unsuccessful. The Clerk has contacted Big Lottery Fund re Reaching Communities Fund, but not a suitable project. The Awards for All could be reapplied for if the project is less than £25k in total. The Clerk has contacted the preferred option for provision of Play Equipment for suggestions on how to breakdown the quote into separate items and it is suggested that the Aerial Cableway may be the easiest way to separate the quote.

The Clerk requested details of contractor contract used by BDC and has received details of an invitation to tender document from BDC, which the Clerk will bring to the Playing Field Management Committee meeting in January.

Fencing

The Clerk has submitted an expression of interest form for replacement fencing to Groundwork who assess applications for the Texco Local Community Grants. The clerk has also submitted request from school to provide letter of support (letters of support previously obtained from Feering Utd and Kelvedon & Feering Cricket club). If funds raised this could be offset against amount required for Multiplay Equipment. The Clerk has contacted the Planning Department regarding planning permissions required and awaits a response. The Clerk sent an email to the solicitor and asked if it is in the deeds for the playing field that posts must be concrete, but no reply received to date.

Community Speedwatch Group

Terrie Johnson forwarded the Clerk's initial request to the Casualty Reduction team at South Woodham Ferrers and requested that they get in touch with the Council. Subsequently Trevor Stubbington confirmed that the police has a site in Feering that doesn't appear to have been used for a while and will liaise with both the sergeant on the motorcycle unit and the team of special constables to see if they can carry out some visits between them. The Clerk has asked Trevor Stubbington regarding the process to

set up a Community Speedwatch and has liaised with resident who submitted initial complaint.

Street Light

Broken street light was reported opposite Feering House, Feering Hill to ECC.
Broken street light was reported on corner of Coggeshall/London Road to ECC.

Gate on Playing Field

G. G. Adams has repaired the gate within handyman's contract with no additional charges incurred.

Panic Buttons

The Clerk has tried on numerous occasions to contact the company appointed to install panic buttons, but to date has received no response. If not heard by the New Year, will have to start process again as this company was exceptionally cheap.

Parish Assembly 23 05 16

The Oak room has been booked for the Parish Assembly.

Clerk's Holiday

The Clerk will be taking holiday over the Christmas period from 21 12 15 – 05 01 15, total of 8 working days.

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