

**MINUTES of the MEETING of FEERING PARISH COUNCIL held on  
TUESDAY 17<sup>th</sup>. MAY 2016 at 7.30pm in the PARISH COUNCIL OFFICE,  
FEERING COMMUNITY CENTRE**

Councillors Present: M. Lakin (Chairman), H. Edwards, M. Eddolls, J. Inglis, K. Evans,  
L. Blackburn, P. Lees and Clerk Kevin Money

Members of the Public: 0

- 68/2016 The Chairman welcomed everyone to the meeting** and informed the meeting that the Clerk having completed his 13-week probationary period satisfactorily the Chairman and Clerk then signed a letter of confirmation as permanent Clerk/RFO of FPC
- 69/2016 Apologies for absence -**  
Apologies were received from District Cllr. R. Mitchell & Cllr M. Bonner
- 70/2016 Election of Chairman for the forthcoming year**  
Cllr M. Lakin proposed Cllr P. Lees as Chairman. Cllr L. Blackburn seconded. **This was carried unanimously.** Cllr P. Lees then signed his "Declaration of Acceptance of Office" form. Cllr P. Lees then thanked the Councillors for his appointment and also proposed a vote of thanks to be given to Cllr M. Lakin for her Chairmanship during her year as Chairman.
- 71/2016 Election of Vice-Chairman for the forthcoming year**  
Cllr P. Lees proposed and Cllr K. Evans seconded Cllr M. Lakin as Vice-Chairman. **This was carried unanimously**  
Cllr M. Lakin then signed her "Declaration of Acceptance of Office" form
- 72/2016 Election of Representatives onto various committees for the forthcoming year**  
Cllr M. Lakin proposed and Cllr M. Eddolls seconded that the appointments and responsibilities for 2016/17 be taken on-block. **This was carried unanimously.**  
The full list of appointments can be found on the Parish Council website  
<http://www.essexinfo.net/feeringparishcouncil>
- 73/2016 Declaration of Interests**  
Cllr M. Lakin declared an interest in item 83/2016 – FCA Management meeting  
Cllr L. Blackburn declared an interest in item 83/2016 – FCA Management meeting  
Cllr P. Lees declared an interest as being a School Governor
- 74/2016 To approve the Minutes of the last meeting of Feering Parish Council**  
To receive and agree the minutes of the last meeting held on 19<sup>th</sup>. April 2016  
Cllr L. Blackburn proposed and Cllr J. Inglis seconded that the minutes are a true and accurate record of the meeting. **This was carried unanimously**
- 75/2016 Public Question Time**  
As no public were in attendance there was no questions
- 76/2016 Clerks report**  
The Clerk circulated his monthly report to Councillors before the meeting. He reported that the BDC Street Cleaning Grant for 2016/17 had been paid together with the 1<sup>st</sup>. instalment of the Precept. The Councillors also agreed the wording of the Annual report for the APM. The clerk informed Councillors about a burglary North of Feering for their information. Also the school is having its Sports day on 24.06.16. The Councillors decided not to renew its membership of the "Friends of Historic Essex". The clerk was asked to contact Sara Price regarding a meeting to be arranged for 25.05.16 at 10.30am.
- 77/2016 District Councillor's Report**  
In the absence of Cllr R. Mitchell, no report was given
- 78/2016 Asset Register**  
The Clerk had circulated to Councillors the amended asset register. The Councillors, after a few amendments, **agreed unanimously** to updated Asset register for 2016/17

**79/2016 G.G. Adams Garden Maintenance Services & PROW issues**

The Councillors noted the returns given to the Clerk from the Handyman and asked the clerk to inform him of the various jobs that need addressing namely To strim along the rafted path and at Threshelfords. The footpath by Prested Hall. Worlds End Lane nettles needs removing. Grass in Coggeshall Road towards London Road needs cutting.  
Clerk was asked to ensure that whoever inspected the play equipment each month, should sign the check sheet.

**80/2016 Community Matters**

The Clerk reminded Councillors about Hanover Square being closed for 13 weeks as from 2<sup>nd</sup>. June 2016 due to BT laying ducting

**81/2016 Traffic & Highways**

Apart from the Hanover Square and Cllr M. Bonner not being at the meeting there was nothing further to report

**82/2016 Planning Matters**

Cllr M. Lakin reported on Planning Meeting held on 03.05.16. The Clerk was asked to forward FPC comments to Highways England and ECC. **This was agreed unanimously.** Minutes of Planning meetings held on 03.05.16. The clerk had already circulated to Councillors prior to the meeting.

**83/2016 Representative Reports**

- **FCA Management meeting.** Cllr M. Lakin informed the meeting that the FCA had arranged for the radiator covers to be done with the cost being shared by the school 50/50. A new hand dryer had been purchased and has been installed in the female toilet. The Cinema clubs' profits were high last month. The Bouncy Castle had been used and full training of the caretakers and staff has gone well. They have also undertaken a risk assessment and are covered by FCA insurance policy.

The Clerk was asked to place on the September agenda of the FPC an item *"To discuss arranging a meeting with the FCA and to inspect the accounts"*

- **EALC update from Cllr H. Edwards.** Cllr H. Edwards had nothing to report
- **BALC update from Cllr H. Edwards.** Cllr H. Edwards had nothing to report
- **Neighbourhood Plan from Cllr L. Blackburn.** Cllr L. Blackburn informed the meeting that at the NP meeting on 16.05.16 many issues had been resolved. There would be a survey of the station car park every day to ascertain numbers and volume of traffic/people. The next NP meeting is set for Monday 13.06.16 when, hopefully, all Crown estates numbers will be in by then.

The clerk was given an invoice for the production of Housing Needs survey by RCCE of £1499.52p +VAT. The approval of payment would be added to the next PC meeting in June. Cllr L. Blackburn agreed to email the clerk with the Housing Needs survey so that it can be circulated to Councillors

**84/2016 Finance****To approve the following payments**

Credit Received: £48.00 Feering Utd FC: £30 Allotment money (Plot 2): BDC Grant £1452.31: BDC 1 <sup>st</sup> . Precept £26041					
Chq No.	Inv. No.	Payee	Cost	VAT	Total
DD	May '16	EON – Street Lighting	£ 76.92	£ 3.85	£ 80.77
DD	May '16	Orange Broadband	£ 15.31	£ 3.06	£ 18.37
104694	April '16	G G Adams Maintenance Services – Handyman	£ 730.00	£0	£ 730.00
104695	April '16	G G Adams Maintenance Services – Verges	£ 183.00	£0	£ 183.00
104696	April '16	Kevin Money Salary	£ 897.24	£0	£ 897.24

104697	April '16	HMRC – Tax & NI	£ 303.44	£0	£ 303.44
104698	52874	BDC – Amenity vehicle	£ 200.40	£ 40.08	£ 240.48
104699	SM16577	Rialtas Business Solutions – Maintenance fee '16 / '17	£ 113.00	£ 22.60	£ 135.60
104700	53384	BDC – Trade waste '16 –'17	£ 847.00	£0	£ 847.00
104701	WS20247	MSS Garden Machinery Centre – Mower service	£ 389.96	£ 77.99	£ 467.95
104702	SIN001191	EECOS – NP Data search	£ 50.00	£ 10.00	£ 60.00
104703	173460	Rigby Taylor – Field maintenance	£ 672.93	£122.35	£ 795.28
104704	156033	Kempco – Office Stationery	£ 27.50	£ 5.50	£ 33.00
104705		Amazon – First Aid kit	£ 23.59	£ 3.82	£ 27.41
		<b>Total:</b>	£4530.29	£289.25	£4819.54

Cllr M. Eddolls proposed and Cllr P. Lees seconded that the above payments be authorised. **This was agreed unanimously.**

A Full Finance Statement of bank accounts together with up-to-date 2016/17 Budget figures was circulated Councillors at the meeting.

**85/2016 Items for Next Agenda**

Cllr K. Evans asked the clerk to enquire about re-imbusement to Councillors for paper and ink as having to print out various documents.

**86/2016 Date of Next Full Council meeting Tuesday 21<sup>st</sup>. June 2016 at 7.30pm  
Cllr M. Lakin, in advance, sends her apologies**

There being no further business the Chairman closed the meeting at 9.10pm and thanked everyone for attending

Signed.....21<sup>st</sup>. June 2016

**P. Lees**